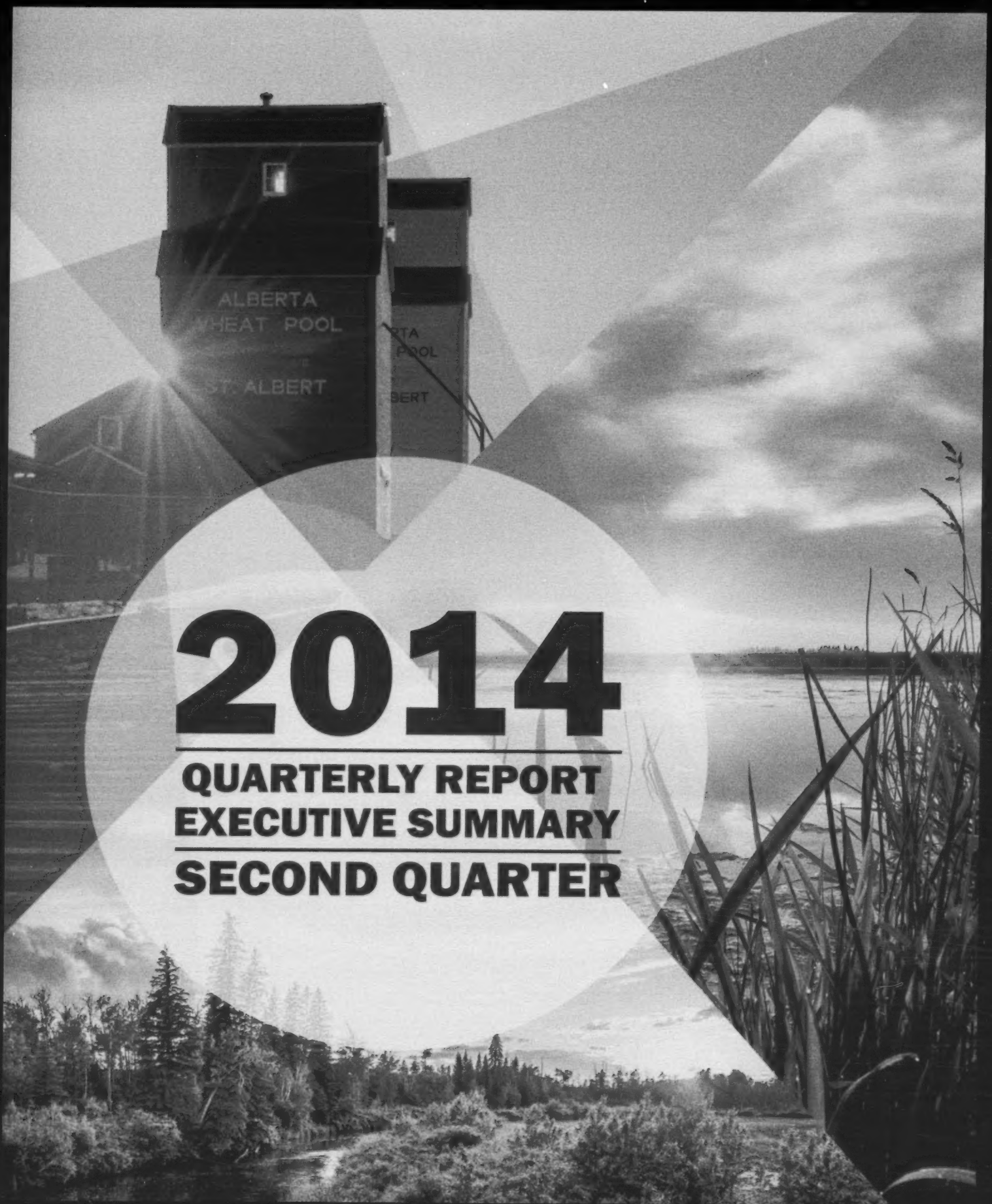


2014

QUARTERLY REPORT EXECUTIVE SUMMARY

SECOND QUARTER

2014 Quarterly Report – Second Quarter
Executive Summary

The City of St. Albert 2014 Corporate Quarterly Report – Quarter Two is provided to meet Council's need for regular and formal communication from the City Manager. The report provides pertinent information on progress related to Council's Goals and Priorities.

In February 2014, Council approved their Goals and Priorities for the next four years. There are 27 goals with 81 priorities established for the six Council Strategic Outcomes:

- Cultivate Economic Prosperity
- Cultivate a Historic, Creative and Active Community
- Cultivate a Green Community
- Cultivate Excellence in Government
- Cultivate Sustainable Infrastructure and Services
- Cultivate a Safe, Healthy and Inclusive Community

Additionally, the report provides status updates for 106 major projects currently in progress. These major projects include activities identified in implementation plans of the Master Plans and Long Term Department Plans; activities initiated through Council Directive, Legislative Requirement, Governance and Capital Projects; as well as department-level continuous improvement initiatives, and corporate improvement initiatives. The Financial Summary is also part of the Quarter One Report and an online performance dashboard can be accessed through the City's website or the following link:

StATRACKER - Performance Dashboard - City of St. Albert

Quarter Two Progress Update

The following section provides an overview of progress made in Quarter Two 2014 towards Council's Goals and Priorities. For a more detailed progress update, please review the 2014 Quarterly Report – Council Goals and Priorities and Major Projects Status Update.

Outcome: Cultivate Economic Prosperity

A diversified, robust and resilient economic foundation to support growth and community service delivery.

Quarter two activities include:

- A draft terms of reference to guide the employment lands plan framework project was developed. A community engagement plan is under development to guide

the concept development stages. Both documents will be presented to Council for their approval in Quarter Four 2014.

- Administration received seven proposals to complete an entertainment study and the contractor was selected to work with Administration and complete this study.
- A draft Memorandum of Understanding was developed for the export alliance and will be shared with partnering municipalities in quarter three. A logo was developed and will be finalized with partners also in quarter three.
- A celebration for the Concerto economic development initiative took place at the Little White School House on May 23rd. Councillor Prefontaine was appointed as the St. Albert representative for this initiative.
- Economic Development undertook a project aimed at promoting St. Albert as the number one place to live in Canada. In an effort to support business growth, Economic Development facilitated a resident attraction strategy to nurture a strong business development environment. This included realtor tours, promotion of a "Move to St. Albert" website, and radio/television/magazine advertisements. The "Move to St. Albert" website attracted 5,495 page views, up from 3,130 the year before. Over 60 realtors from four Edmonton realty offices participated in the sold out realtor tours offered in the spring.

Outcome: Cultivate a Historic, Creative and Active Community

A vibrant and involved community with a variety of culture, recreation and heritage opportunities.

Quarter two activities include:

- Research is underway to develop a facility prioritization model for the City including: industry benchmarked service levels, projected future needs of public and community service infrastructure, predicted locations, projected population growth and projected development. Administration is planning to present a draft model to Council by January 2015.
- The Youth Festival was officially launched with a media event, promotion, website unveiling and tickets sales.
- The Grosvenor Summer Pass was introduced with 38 passes sold as of July. An analysis of the Grosvenor Outdoor Pool operating model is currently underway with a report to be slotted to Council in quarter four.

Outcome: Cultivate a Green Community

A healthy natural environment for future generations that preserves and promotes enjoyment, conservation and responsible development.

Quarter two activities include:

- Construction was completed on two at-grade crossings to support the Council priority focused on whistle cessation. An application to grant funding for the remaining crossings was submitted. If funding is approved work would be done in 2015-2016. In the interim, Administration will continue to discuss fencing requirements with CN Rail.

- On July 14, Council approved Salisbury Park as a location for the air monitoring station. A public engagement program took place to gather resident input on the three preferred locations (Fountain Park, Larose Park and Salisbury Park). Public engagement included a survey, information placed on website, CityLights, social media, letter sent to residents within 100 metres of the three proposed locations and two open houses. Open houses were attended by 21 residents and survey completed by 21 residents.
- Bat house program – A bat house pilot program has been introduced for attracting bat populations as a natural way to reduce mosquitoes. Bat house communication and structures were completed as part of Public Works Day. Many residents signed on for the monitoring program offered. Staff will monitor bat houses over the summer months. A summary of findings and report will be completed in quarter four.
- Arbour Day activities were held on May 28. Approximately 530 grade one students from St. Albert planted approximately 530 trees in Willougby Park. Activities included tree planting, educational sessions on trees, birds of prey and nature, nature games, etc.
- Clean and Green Riverfest was hosted on May 11 for over 200 participants. The participants planted approximately 300 plants and picked up 726kg of garbage. Nine schools completed spring schoolyard clean-ups in partnership with the City. Ten residents and community groups completed community clean-ups in the community and five schools participated in the "Garbage Can Painting" contest. There were also six naturalization plantings coordinated in Quarter Two adding 1,500 trees to various parks in St. Albert.

Outcome: Cultivate Excellence in Government

A responsive, accountable government that delivers value to the community.

Quarter two activities include:

- Administration continued the 2014 Continuous Improvement Program and made progress on the following three projects:
    - Development Application Process Review – The project team mapped development processes and associated timelines. The team is finalizing a survey that will be sent out to development community to gather their opinions in regards to service levels, timelines and satisfaction.
    - Public Communication, Consultation and Engagement – Work continues to advance "resident panel" to allow for more effective and timely community polling in a representative fashion and on web-based "push" program to allow for more direct distribution of information based on a subscription or sign-up basis. Administration is also exploring ways to better understand how to engage youth and what youth are wanting to be engaged in.
    - Service Levels Benchmarking – Internal data collection on services continued in Quarter Two. The project has six benchmark communities

that have signed on for this project and on July 7 a dedicated Research Analyst started with the City which will assist with progress on this project.

- Several key milestones were completed in quarter two towards the Cultivating Our Future project. The committee, including two members of Council and five members of the public met for the first time and worked with Administration to develop and implement the public engagement plan. The first phase of public engagement that is focusing on collection of data from residents will complete in September.
- Administration worked on developing and finalizing the Online Citizen Budget survey that will provide residents an opportunity to share their budget priorities with Council by selecting if budget should remain the same, increase or decrease for six community services included in the budget tool. The online budget tool launched on July 19th and will remain open until August 22nd.
- Administration selected a contractor that will be working with Administration to prepare and conduct the 2014 Community Satisfaction Survey. The plan is to have the survey launch in August 2014.

Outcome: Cultivate Sustainable Infrastructure and Services

A growing community that has balanced development and management of civic facilities, transportation networks and related services.

Quarter two activities include:

- The Smart City Alliance was formally formed on April 22, 2014 and the Smart City Master Plan Steering committee was launched. The next phase, including detailed committee reviews, public consultation and strategy development will continue through 2014 and 2015 with final Council consideration in Quarter Four 2015. A Smart City Symposium is being planned for September 18, 2014.
- Two public meetings took place in June on the LRT Functional Alignment Study. A recommendation to Council of a preferred corridor is expected in quarter four. Stage 2 will define a recommended LRT alignment within the corridor by September 2015.
- Geotechnical work continued on the Park and Ride project. Updated costs are scheduled to be provided to Council in quarter four prior to budget. Construction budget for the project was moved to the 2015 budget year.

Outcome: Cultivate A Safe, Healthy and Inclusive Community

A community that provides opportunities for everyone to realize their potential in a thinking, caring and connected way.

Quarter two activities include:

- A service provider was selected and work started on the "Safe Journeys to School" initiative including a meeting with Joint Public Steering Committee on May 15th, a Safety Countermeasures Workshop with City Administration, Public Open House and Engineering reviews at several schools, on teacher/parent focus group and an online public engagement tool. Remaining public

consultation will take place in Quarter Three with report project report in Quarter Four 2014.

- Social policy development and specific actions/implementation strategies are ongoing in regards to the Social Master Plan. Social Master Plan inventory of current programs, resources and initiatives is being finalized and an 18 months Social Master Plan communication plan is currently being developed. Concurrently, a Social Master Plan reporting framework and report card is being set up.

Performance Indicators

An online performance dashboard provides an update on a number of corporate performance indicators organized in four categories. The online dashboard can be accessed on the City's website or via the following link:

StATRACKER - Performance Dashboard - City of St. Albert

The following indicators were updated with new data in quarter two:

- Building Construction Value Per Quarter
- City Employee Retention Rate
- City Revenues per Capita per Year
- Corporate Expenditures per Capita per Year
- Criminal Code Incidents Per 1000 Capita per Quarter
- Drop-in Program Participation per Quarter
- Landfill Diversion Rate
- New Business Licences per Quarter
- Registered Program Participation per Quarter
- Renovation Construction Value Per Quarter
- Rental and Programmed Hours at City Spaces
- Total Debt to Provincial Limit Ratio
- Total Emergency Response Time
- Total Number of 911 Calls Received per Quarter
- Transit Commuter Ridership per Quarter
- Vehicle Injury Accidents per 1000 Capita per Quarter

Major Projects Status Update

In addition to Council Goals and Priorities, Administration has 106 major projects in progress, including:

- Capital Partnership Program – The second forum was held in June 2014. The focus was on business planning and securing grants. The Capital Partnership Program Advisory Committee is planned to be assembled in the Fall of 2014 if Administration receives preliminary business cases to review.

- SAP Wayfinding and Signage - Initial meetings with IT department and facilities took place to discuss possible solutions. A digital kiosk and map was selected as the best way to move forward with the project. Research has begun into costing and suppliers.

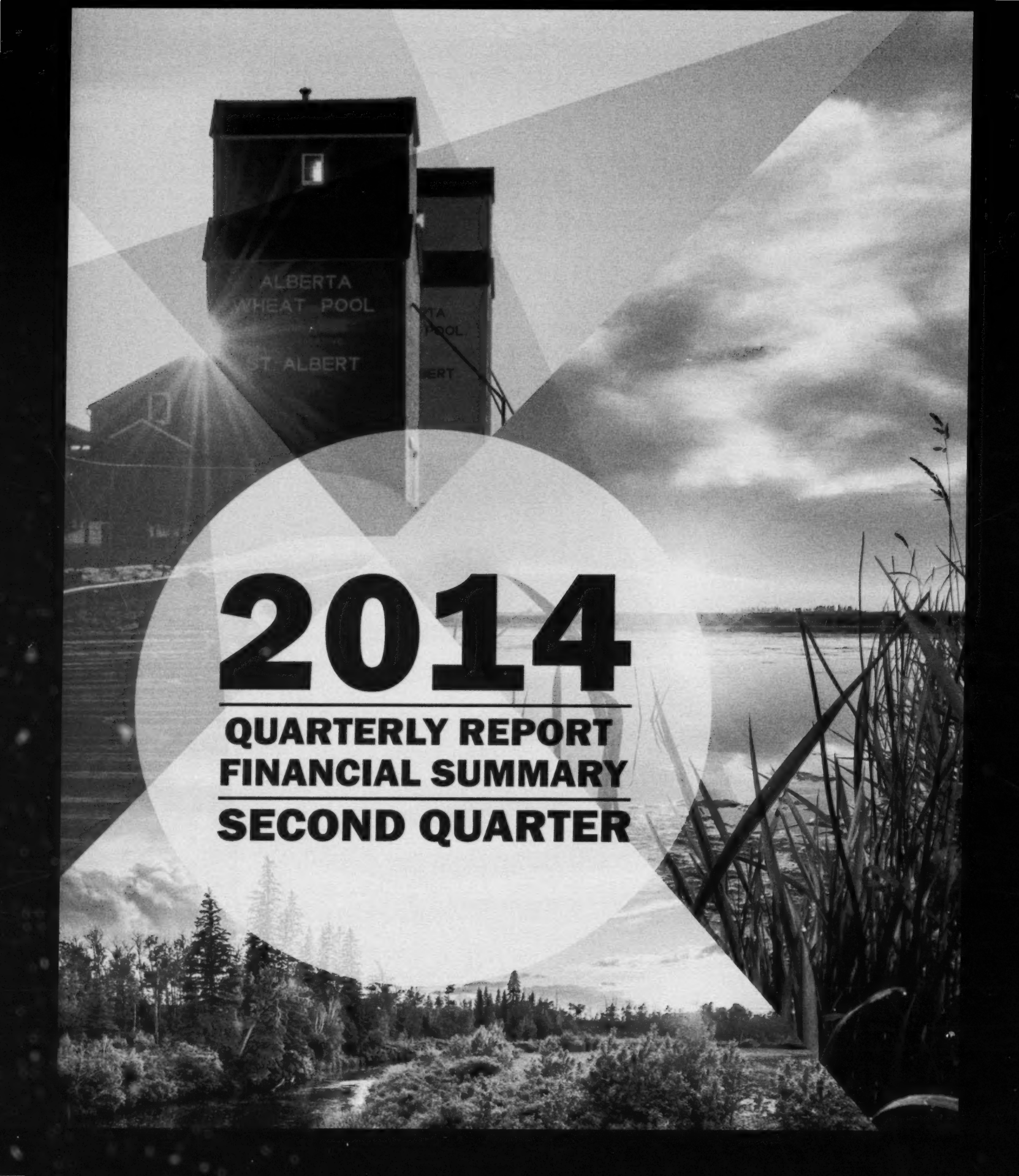
- E-Metering - An RFP to be issued in the 3rd quarter for the detailed design for a network to support the collection of water meter readings from "gateways" throughout the City. The design will incorporate requirements for other utility

needs and will ensure integration with other City infrastructure, such as traffic signals, IT and Smart City initiatives.

- Implementation of Corporate Training and Development Plan - Effective Jan 1, 2014 Training and Development (T&D) budgets were centralized to create efficiency and maximization opportunities. Initiatives outlined in the 3-year T&D plan currently under development include: branding of Corporate Learning Central, Policy revision, development of a mentorship toolkit, Leadership Development Program review, assessment of safety competency requirements, and new programs on Dealing with Difficult Customers and Data Analytics.

- St. Albert/Sturgeon County Intermunicipal Affairs Committee (IAC) - Intermunicipal Project Work - Administrative work on work plan items continues, with an update on each project scheduled for regular Intermunicipal Affairs Committee (IAC) meetings. At its February 2014 meeting the IAC also launched a new task force (the Joint Opportunities Task Force) to consider key intermunicipal priorities.

For a more detailed progress update for Quarter Two Council Goals and Priorities and Major Projects and Financial Summary, access the 2014 Quarterly Report, Council Goals and Priorities and Major Projects Status Update.



2014

QUARTERLY REPORT
FINANCIAL SUMMARY

SECOND QUARTER

TABLE OF CONTENTS

Executive Summary	3
Municipal Operating Summary Report by Division	6
Utility Operating Summary Report by Division	7
Municipal Operating Budget to Forecast Variance	8
Operating Summary by Municipal Services	11
Municipal Operating Revenue and Expenses	12
Utility Operating Revenue and Expenses	13
Statement of Reserves	14
Investments	15
Summary of Debt	16
Capital Expenditure Summary Report	18
Capital Budget Highlights	19
Appendix 1: Operating Summary Report by Department	20
Appendix 2: Capital Projects by Year	25

FINANCIAL REPORT

Executive Summary

Budget Position

Municipal Operating Budget (Page 6)

Municipal Operating Revenue

- $67.8 million in operating revenue recognized as of June 30, 2014, which is 51 per cent of budgeted revenue. Forecasting $133.7 million of revenue to be collected by the end of the fiscal year, which is $960 thousand higher than budget.

The forecasted revenue variance is due to the following:

- $495 thousand increase in Planning Revenue in Lot Grading Certificates, Permits and Subdivision fees associated with greater than anticipated permits relating to industrial, commercial and multi-family development
- $195 thousand increase in Fire Services revenue due to unbudgeted change order settled with AHS
- $173 thousand increase in Fire Services revenue due to the contract settlement with AHS
- $154 thousand increase in Ambulance service revenue.
- $88 thousand increase in donation revenue in Family & Community Support Services
- $72 thousand increase relating to admission, rental, advertising and sponsorship revenue in Parks and Recreation
- $134 thousand decrease in Transit fares and passes revenue resulting from a lack of park and ride availability
- $133 thousand decrease in revenue due to the delay in the Area Structure Plan for Erin Ridge North and the subsequent development deferral by developers.

Municipal Operating Expenditure

- $68.3 million spent as of June 30, 2014, which is 51 per cent of budgeted expense. Forecasting $133.4 million to be expended by the end of the fiscal year, which is $652 thousand higher than budget.

The forecasted expense variance is due to the following:

- $107 thousand increase in Public Works contracted services resulting from the heavy snowfall in the first three months
- $152 thousand increase in Fire Services due to contract payouts as a result of the AHS contract settlement
- $160 thousand increase in anticipated electricity and natural gas costs at Servus Place
- $96 thousand increase in fuel due to rising costs
- $87 thousand increase in IT software maintenance contracts
- $71 thousand increase in Transit contract costs due to the delay in the opening of the NAIT LRT route

A breakdown of significant variances by Division is found on pages 8 to 10.

The first six months of operations have resulted in the City forecasting a small surplus of $308 thousand. This should be considered a preliminary estimate and Administration will continue to monitor both the revenues and expenditures to ensure that the City stays in line with budget.

Utility Operating Budget (Page 7)

Utility Operating Revenue

- $14.3 million recognized as of June 30, 2014, which is 44 per cent of budgeted revenue. Forecasting $32.3 million to be collected by the end of the fiscal year; this is in line with budget.

Utility Operating Expenditure

- $ 11.5 million has been spent as of June 30, 2014, which is 47 per cent of budgeted expense. Forecasting $24.5 million to be expended by the end of the fiscal year, which is $43 thousand over budget.

The forecasted expense increase is due to additional temporary wages of $23 thousand as a result of first quarter vacancies and a $21 thousand increase in postage expense due to higher rates.

Capital Budget (Page 18)

Municipal Capital Projects

- There are 111 municipal capital projects scheduled for 2014. $45.8 million has been spent to date out of a $106.9 million cumulative budget. Numerous projects are underway, with the construction season primarily in the second and third quarter. There are currently no anticipated delays, except for the Campbell Road Park and Ride for $30 million, which has been postponed until 2015. Administration will have a more accurate reflection of the status of capital projects at the end of the third quarter.

- Some of the significant projects that are currently in progress include:
  - The Erin Ridge Trail Development Phase 2 project for $1.15 million is behind schedule due to recent delays from birds' nests present at the construction site. It is expected to be completed on time and on budget.
  - The St. Albert Trail Median Enhancement project for $924 thousand is on schedule and on budget.

Utility Capital Projects

- There are 45 utility capital projects scheduled for 2014. $19.6 million has been spent to date out of a $57.5 million cumulative budget. As with the municipal Capital Projects, there are no anticipated delays in the projects, however, Administration will have a more accurate reflection of the projects' status for the third quarter report.

- Some of the significant projects that are currently in progress include:
  - The Sedimentation and Erosion project for $200 thousand is on schedule and on budget.
  - The East Water Supply Main Phase 2 project for $5.5 million was delayed due to an ACRWC wastewater line break. The anticipated completion date is September 2014.
  - The Gate Avenue Lift Station Reconstruction project for $3.6 million has begun and is on schedule and on budget.

Financial Position

Reserves (Page 14)

As per Policy C-FS-01, Financial Reserves, the City of St. Albert recognizes that setting aside funds for emergent financial needs and the replacement of existing equipment, facilities and future projects provides for property tax stabilization and contingency funding, and reduces the need for debt financing. As a result, the City maintains 30 reserves for operating, capital and utility purposes. Three new reserves have been approved but are not listed on the Reserve statement; the Growth Stabilization Reserve, The Fire Building Lifecycle Fund and the City Playground Lifecycle Fund. These will be included in the Reserve Statement after the Reserve Policy is approved by Council in September. The policy also requires quarterly reporting of the reserve balances. The January 2014 opening balances were $73.9 million with $26.5 million in approved net allocations and an ending forecast of $47.4 million. The June 2014 balance of $79.3 million is higher than the year-end uncommitted balance due to the timing of both capital and operating projects funded from the reserves.

Through compliance with the reserve policy, the City of St. Albert is in a solid position to ensure that any emergent financial needs and long-term replacement of equipment will be met, while maintaining a stable tax base.

Investments (Page 15)

The City continues to maintain a strong investment portfolio, with $140.4 million as of June 30, 2014. The City invests conservatively in highly liquid funds to ensure current and future obligations are met, while securing the highest rate of return.

As of June 30, 2014, the City had earned $1.2 million in investment income. As per the City's Investment Policy C-FS-02, which targets the City's investment rate of return at Government of Canada T-Bill and Bond rates, the actual rate of return realized from investments is above the Bank of Canada T-Bill and Bond rates.

Debt (Page 16)

The City of St. Albert's Debt Management Policy, C-FS-03, outlines the types of debt and financing the City may undertake. Under the Municipal Government Act, Alberta Regulation 255/2000, the debt limit for the City is calculated at 1.5 times its revenue, and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval of the Minister of Municipal Affairs. In addition to this, C-FS-03 stipulates that the City shall adhere to an "internal debt limit" of 85 per cent of the debt limits prescribed by Provincial regulation and an "internal tax-supported debt limit" of 50 per cent of the internal debt limit. According to the policy, the City Manager or designate shall report quarterly to Council regarding the City's compliance with this policy.

The City's outstanding debt as of June 30, 2014 was $51.1 million. The City's debt and debt service limits are significantly lower than the ceilings stipulated in both the Municipal Government Act and Policy C-FS-03. The City has the second lowest debt and debt service, and the lowest debt payments per capita when compared to similar municipalities.

	In Millions $		
	MGA Ceiling	Policy C-FS-03 Ceiling	St Albert Actual
Debt Limit	240.5	102.2	51.1
Debt Service Limit	40.1	17.0	6.0

Conclusion

Administration continues to operate and provide municipal services efficiently and effectively within the operating budget.

The City of St. Albert has consistently maintained a strong financial position. This is accomplished by ensuring operating and capital expenditures are closely monitored within the approved budget, maintaining a healthy reserve balance, prudently investing the City's liquid assets and maintaining low debt limits.

Operating Summary Report by Division

Municipal Operating

For the Period Ending June 30, 2014

	June 2013 Actual YTD $	June 2014 Actual YTD $ (A)	Annual Budget $ (B)	$ Variance (B - A)	% Variance	Annual Forecast $ (C)	$ Variance (B - C)
Council							
Revenue	2,516	-	5,000	(5,000)	(100%)	5,000	-
Expenses	284,800	340,768	581,100	240,332	41%	586,300	(5,200)
Division Net	282,284	340,768	576,100	235,332	41%	581,300	(5,200)
City Manager's Office							
Revenue	15,878	15,114	4,500	10,614	236%	4,500	-
Expenses	1,276,835	1,297,891	3,233,500	1,935,609	60%	3,189,800	43,700
Division Net	1,260,957	1,282,777	3,229,000	1,946,223	60%	3,185,300	43,700
Corporate Strategic Services							
Revenue	150,293	425,389	653,600	(228,211)	(35%)	659,100	5,500
Expenses	3,517,037	4,551,183	9,391,500	4,840,317	52%	9,101,900	289,600
Division Net	3,366,744	4,125,794	8,737,900	4,612,106	53%	8,442,800	295,100
Community & Protective Services							
Revenue	12,712,297	12,243,350	23,140,500	(10,897,150)	(47%)	23,451,200	310,700
Expenses	25,873,493	26,766,933	56,096,800	29,329,867	52%	56,086,700	10,100
Division Net	13,161,196	14,523,583	32,956,300	18,432,717	56%	32,635,500	320,800
Planning & Engineering Services							
Revenue	1,514,992	2,256,889	2,943,200	(686,311)	(23%)	3,553,500	610,300
Expenses	3,543,462	4,346,505	9,051,600	4,705,095	52%	9,278,500	(226,900)
Division Net	2,028,470	2,089,616	6,108,400	4,018,784	66%	5,725,000	383,400
Infrastructure Services							
Revenue	4,506,493	4,726,072	9,950,600	(5,224,528)	(53%)	9,816,800	(133,800)
Expenses	15,090,929	15,516,241	30,684,800	15,168,559	49%	31,056,300	(371,500)
Division Net	10,584,436	10,790,169	20,734,200	9,944,031	48%	21,239,500	(505,300)
Finance & Assessment Services							
Revenue	443,134	495,865	1,089,300	(593,435)	(54%)	1,110,700	21,400
Expenses	1,646,884	1,665,877	3,567,200	1,901,323	53%	3,444,700	122,500
Division Net	1,203,750	1,170,012	2,477,900	1,307,888	53%	2,334,000	143,900
Economic Development							
Revenue	352,339	512,360	878,200	(365,840)	(42%)	983,200	105,000
Expenses	627,163	707,213	1,594,700	887,487	56%	1,639,800	(45,100)
Division Net	274,824	194,853	716,500	521,647	73%	656,600	59,900
Capital Financing							
Revenue	38,750	-	300,000	(300,000)	(100%)	300,000	-
Expenses	9,735,219	10,206,739	14,761,200	4,554,461	31%	14,761,200	-
Division Net	9,696,469	10,206,739	14,461,200	4,254,461	29%	14,461,200	-
Common & Fiscal							
Revenue	44,700,295	47,104,847	93,797,900	(46,693,053)	(50%)	93,838,800	40,900
Expenses	2,394,817	2,928,764	3,800,400	871,636	23%	4,269,800	(469,400)
Division Net	42,305,478	44,176,084	89,997,500	(45,821,416)	(51%)	89,569,000	(428,500)
Municipal Operations Revenue	64,436,987	67,779,886	132,762,800	(64,982,914)	(49%)	133,722,800	960,000
Municipal Operations Expenditures	63,990,639	68,328,114	132,762,800	64,434,686	49%	133,415,000	(652,200)
Municipal Surplus (Deficit)	446,348	548,227	-	548,227	(100%)	307,800	307,800

Operating Summary Report by Division

Utility Operating

For the Period Ending June 30, 2014

		June 2013 Actual YTD $	June 2014 Actual YTD $ (A)	Annual Budget $ (B)	$ Variance (B - A)	% Variance	Annual Forecast $ (C)	$ Variance (B - C)
Water								
	Revenue	4,957,990	5,300,000	11,077,000	(5,777,000)	(52%)	11,077,000	-
	Expenses	3,840,178	3,874,199	8,359,400	4,485,201	54%	8,376,300	(16,900)
	Transfer to Reserve	1,117,812	1,425,801	2,717,600	1,291,799	-	2,700,700	16,900
Division Net		-	-	-	-	-	-	-
Wastewater								
	Revenue	4,463,571	4,902,448	10,651,200	(5,748,752)	(54%)	10,651,200	-
	Expenses	3,989,485	4,063,533	8,726,100	4,662,567	53%	8,742,300	(16,200)
	Transfer to Reserve	474,086	838,915	1,925,100	1,086,185	-	1,908,900	16,200
Division Net		-	-	-	-	-	-	-
Storm								
	Revenue	2,013,023	1,839,180	4,638,700	(2,799,520)	(60%)	4,638,700	-
	Expenses	431,693	463,795	1,284,200	820,405	64%	1,286,600	(2,400)
	Transfer to Reserve	1,581,330	1,375,385	3,354,500	1,979,115	-	3,352,100	2,400
Division Net		-	-	-	-	-	-	-
Solid Waste Management								
	Revenue	2,891,400	2,222,658	5,953,500	3,730,842	(63%)	5,953,500	-
	Expenses	1,867,370	3,090,966	6,076,700	2,985,734	49%	6,084,900	(8,200)
	Transfer to/from Reserve	1,024,030	(868,308)	(123,200)	745,108	-	(131,400)	8,200
Division Net		-	0	-	0	100%	-	-
Utilities Revenue		14,325,984	14,264,286	32,320,400	(18,056,114)	(56%)	32,320,400	-
Utilities Expenditures		10,128,726	11,492,494	24,446,400	12,953,907	53%	24,490,100	(43,700)
Transfer to/from Reserve		4,197,258	2,771,792	7,874,000	5,102,208	-	7,830,300	43,700

Explanation of % Variance

- The % variance column records the percentage difference between the year to date actual and yearly budget amounts.
- Positive dollar variances indicate a favorable budget impact and negative dollar variances indicate an unfavorable budget impact.

Municipal Operating Budget to Forecast Variance

Council – $5 thousand forecasted net budget increase

Expense Increase – $5 thousand

- Minor Increase

City Manager's Office - $44 thousand forecasted net budget decrease

Expense Decrease –$44 thousand

- Salary & Benefit adjustments due to vacancies/turnovers *

Corporate Strategic Services - $295 thousand forecasted net budget decrease

Revenue Increase - $5 thousand

- Minor Increase

Expense Decrease – $290 thousand

- $341 thousand decrease in salary & benefit adjustments due to vacancies/turnovers *
- $87 thousand increase in IT software maintenance costs

Community & Protective Services - $321 thousand forecasted net budget decrease

Revenue Increase - $311 thousand
Expense Decrease - $10 thousand

As Community & Protective Services have variances within many of the Departments, those with variances are presented separately.

Culture - $93 thousand forecast net budget increase

Revenue Decrease - $437 thousand

- $342 thousand decrease due to revenue for Children's Festival directly received by Friends groups
- $89 thousand decrease in revenues and expenses due to projects no longer anticipated to be done
- $53 thousand decrease in performance programs
- $28 thousand increase in donations for the Youth Festival
- $18 thousand increase in concession resulting from increased sales

Expense Decrease – $344 thousand

- $342 thousand decrease due to expenses for Children's Festival directly paid by Friends groups
- $89 thousand decrease in revenues and expenses due to project no longer anticipated to be done
- $40 thousand Increase in salary & benefit adjustments due to vacancies/turnovers *
- $28 thousand increase in donations for the Youth Festival
- $16 thousand increase in concession resulting from increased sales

Family & Community Support Services - $42 thousand net budget decrease

Revenue Increase - $98 thousand

- $88 thousand additional donation revenue

Expense Increase – $56 thousand

- $46 thousand resulting from additional expenses associated with donation revenue

Fire Services - $378 thousand net budget decrease

Revenue Increase - $585 thousand

- $154 thousand higher Ambulance service revenue
- $173 thousand higher contract settlement with AHS
- $195 thousand unbudgeted change order settled with AHS
- $53 thousand unbudgeted FSEPP grant revenue

Expense Increase –$207 thousand

- $152 thousand increases a result of the AHS contract settlement,
- $53 thousand unbudgeted FSEPP grants that have been applied to training and development.

Police Services - $25 thousand net budget decrease

Revenue Decrease - $7 thousand

- Minor decrease

Expense Decrease– $32 thousand

- Salary & Benefit adjustments due to vacancies/turnovers *

Recreation and Parks - $30 thousand net budget increase

Revenue Increase - $72 thousand

- $82 thousand increase from higher admission, rental, advertising and sponsorship revenue
- $30 thousand increase in Starbucks sales
- $40 thousand decrease in concession revenue due to planned outsourcing

Expense Increase – $102 thousand

- $160 thousand increase due to higher than anticipated electricity consumption, and natural gas prices due to a cold winter
- $30 thousand increase in additional operating supplies
- $67 thousand decrease in staffing costs due to concessions being outsourced, as well as salary & benefit adjustments due to vacancies/turnovers *

Planning & Engineering Services - $383 thousand forecasted net budget decrease

Revenue Increase - $610 thousand

- $495 thousand increase in Lot Grading Certificates, permits and Subdivision fees revenue is associated with greater than anticipated permits relating to industrial, commercial and multi-family development
- $38 thousand increase in fees associated Area Structure Plan
- $210 thousand increase from deferred revenue offsite levies to fund the completion of intersection and safety issues.
- $133 thousand decrease in revenue of due to the delay in completing the Area Structure Plan for Erin Ridge North and the subsequent development deferral by developers

Expense Increase – $227 thousand

- $210 thousand increase due to additional expenses required to complete traffic intersection and safety concerns
- $15 thousand increase in bank charges relating to increase in permit and certificate processing

Infrastructure Services - $505 thousand forecasted net budget increase

Revenue Decrease - $134 thousand

- Transit fares and passes revenue decreasing as a result of the lack of park and ride availability.

Expense Increase – $371 thousand

- $107 thousand increase from additional contracted services expenses due to heavy snowfall
- $96 thousand increase in fuel costs
- $71 thousand increase in contract costs due to the delay in the opening of the NAIT LRT route
- $60 thousand increase to equipment/vehicle charges due to an unplanned transmission replacement

Finance and Assessment - $144 thousand forecasted net budget decrease

Revenue Increase - $22 thousand

- Additional Web Tax Certificates and Mortgage Company tax inquiries.

Expense Decrease - $122 thousand

- Salary & Benefit adjustments due to vacancies/turnovers *

Economic Development - $60 thousand forecasted net budget decrease

Revenue Increase - $105 thousand

- Unbudgeted Capital Region Grant

Expense- $45 thousand

- $100 thousand increase related to expenses associated with the Capital Region Grant
- $20 thousand decrease in subscriptions
- $26 thousand decrease in Salary & Benefit adjustments due to vacancies/turnovers *

Common & Fiscal Division - $428 thousand forecasted net budget increase

Revenue Increase - $41 thousand

- $25 thousand additional supplementary revenue based on anticipated growth.

Expense Increase- $469 thousand

- Increase is a result of City benefit costs being higher than initial budget *

* The total forecasted salary and benefit impact to the organization as of June 30, 2014 as a result of vacancies/turnovers is a decrease of $34,500

Operating Summary by Municipal Services

For the Period Ending June 30, 2014

	June 2014 Actual YTD $	2014 Net Budget $	Net Budget as a % Tax Base
Municipal Services			
Public Works	7,013,311	13,782,800	16%
Fire Services	6,243,028	12,993,900	15%
Police Services	3,071,799	7,517,200	9%
Transit Services	3,776,859	6,951,400	8%
Planning & Engineering Services	2,089,616	6,108,400	7%
By-Law Enforcement	254,171	624,600	1%
Ambulance	(406,566)	131,100	0%
Cemetery	6,513	(11,300)	0%
	22,048,730	48,098,100	57%
Economic Development			
Business & Tourism Development	194,853	716,500	1%
Community, Recreation & Culture Services			
Culture Services	2,732,763	7,415,500	9%
Parks & Recreation	868,227	3,109,000	4%
Family & Community Support Services	1,760,161	1,165,000	1%
	5,361,151	11,689,500	14%
Capital Financing			
Capital Financing	10,206,739	14,461,200	17%
Common & Fiscal			
Common & Fiscal	(1,686,585)	(5,018,500)	-6%
Administration & Support Services			
Information Technology Services	1,567,381	2,780,900	3%
Human Resources	1,067,547	2,423,400	3%
Financial Services	1,066,749	2,322,800	3%
Legal Services	874,423	1,985,500	2%
City Manager	408,354	1,243,500	1%
Corporate Strategic Services	457,591	1,006,900	1%
Legislative Services	392,189	990,900	1%
Corporate Communication	427,031	941,100	1%
Environment & Sustainabiltiy	207,545	606,000	1%
Council	340,768	576,100	1%
Assessment & Taxation Services	103,264	155,100	0%
	6,912,841	15,032,200	18%
Net Total	43,037,729 A	84,979,000 B	100%

A - The net total equals the prorated municipal property tax levy for the first six months, as well as the excess of revenue over expenses.

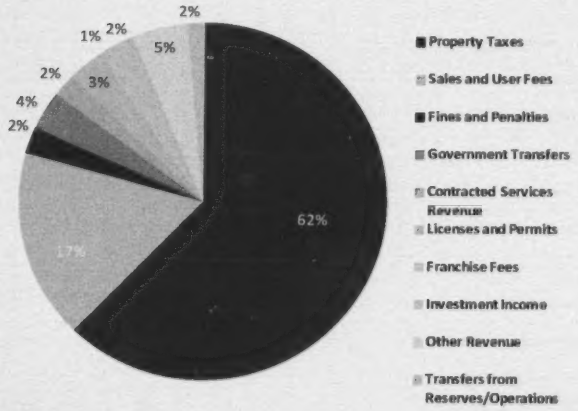
B - The 2014 net budget total is the municipal property tax levy that was approved by Council on May 5, 2014.

Municipal Operating Revenue and Expenses

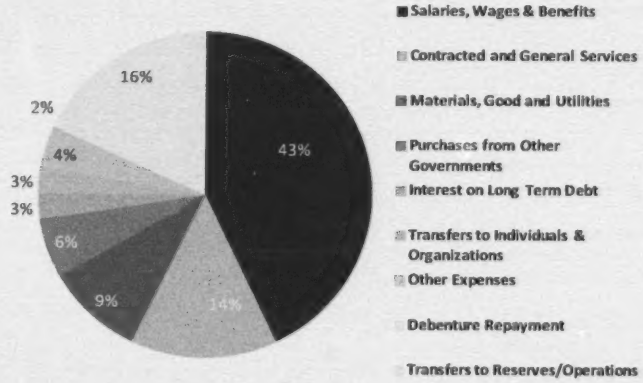
For the Period Ending June 30, 2014

	June 2013 Actual YTD $	June 2014 Actual YTD $	Annual Budget $	Annual Forecast $
Revenue				
Property Taxes	40,522,391	42,143,879	85,179,000	85,204,000
Sales and User Fees	11,010,746	11,611,628	22,121,000	22,273,000
Fines and Penalties	1,768,571	1,635,824	4,362,300	4,362,300
Government Transfers	2,983,494	2,371,990	3,420,000	3,456,300
Contracted Services Revenue	1,218,054	1,406,708	2,417,000	2,785,000
Licenses and Permits	1,928,757	2,065,266	2,549,700	2,991,600
Franchise Fees	747,825	947,321	1,846,800	1,846,800
Investment Income	1,084,690	1,263,973	2,352,900	2,353,100
Other Revenue	2,750,610	3,333,345	5,795,900	5,789,600
Transfers from Reserves/Operations	421,850	999,952	2,718,200	2,661,100
	64,436,988	67,779,886	132,762,800	133,722,800
Expenses				
Salaries, Wages & Benefits	28,255,093	29,293,200	59,863,700	59,856,900
Contracted and General Services	9,116,968	9,696,501	21,894,700	22,210,800
Materials, Good and Utilities	5,969,796	6,508,258	12,443,100	12,771,000
Purchases from Other Governments	3,506,035	4,051,135	8,352,000	8,352,000
Interest on Long Term Debt	1,301,940	1,773,876	2,412,000	2,412,000
Transfers to Individuals & Organizations	1,548,216	1,752,161	2,858,800	2,858,300
Other Expenses	3,101,513	2,848,195	6,172,000	6,187,300
Debenture Repayment	2,228,638	1,209,575	3,588,400	3,588,400
Transfers to Reserves/Operations	8,962,441	11,195,213	15,178,100	15,178,300
	63,990,640	68,328,114	132,762,800	133,415,000
Operating Surplus for the period	**446,348**	**(548,227)**	**-**	**307,800**

Municipal Operating Revenue For The Period Ending June 2014



Municipal Operating Expenses for the Period Ending June 2014



Utility Operating Revenue and Expenses

For the Period Ending June 30, 2014

Revenue	June 2013 Actual YTD $	June 2014 Actual YTD $	Annual Budget $	Annual Forecast $
Sales and User Fees	14,267,962	14,212,221	32,197,400	32,197,400
Fines and Penalties	54,984	52,066	93,100	93,100
Transfers from Reserves/Operations	3,038	-	29,900	29,900
	14,325,984	14,264,286	32,320,400	32,320,400
Expenses				
Purchases from Other Governments	4,398,964	4,519,197	9,517,400	9,517,400
Contracted and General Services	3,103,891	3,352,617	7,983,300	8,003,800
Salaries, Wages & Benefits	1,971,053	1,966,773	4,254,600	4,277,800
Materials, Good and Utilities	403,768	381,126	983,900	983,900
Other Expenses	251,050	320,680	755,100	755,100
Transfers to Operations	-	952,100	952,100	952,100
	10,128,726	11,492,494	24,446,400	24,490,100
Excess of revenue over expenses	**4,197,258**	**2,771,792**	**7,874,000**	**7,830,300**
Surplus transfer to reserves	4,197,258	2,771,792	7,874,000	7,830,300
Operating Surplus for the period	-	-	-	-

Statement of Reserves

For the Period Ending June 30, 2014

	Jan 1, 2014 Balance	Forecasted Adjustments	Dec 31, 2014 Forecasted Balance	June 30, 2014 Balance
	$	$	$	$
Operating				
Stabilization	3,019,541	(298,187)	2,721,354	2,911,819
Operating Carry Forwards				
Operating Carry Forward Fund	2,039,243	(1,025,011)	1,014,231	2,636,020
Outside Agencies Carry Forward Fund	146,889	9,000	155,889	155,889
Community Significant Event Stimulus Fund	199,000	(40,000)	159,000	159,000
	2,385,132	(1,056,011)	1,329,121	2,950,910
Insurance Risk	1,234,949	12,977	1,247,926	1,247,926
Automated Traffic Enforcement	525,950	(185,000)	340,950	620,387
LRT/BRT Reserve	379,188	(364,797)	14,391	462,651
Operating Program	219,051	(183)	218,869	218,889
RCMP Contract Expense Reserve	-	-	-	-
Total Operating	7,763,811	(1,891,201)	5,872,610	8,412,581
Capital				
Internal Financing	635,825	374,045	1,009,870	1,009,870
Major Recreational Lands & Facilities				
Major Rec. Facilities Fund - City Wide	1,433,972	(155,068)	1,278,904	1,449,040
Major Rec. Facilities Fund - Neighbourhood	2,676,929	(173,552)	2,503,376	2,702,188
Parkland	94,612	994	95,606	95,606
Dog License Fund	291,112	(138,023)	153,089	326,903
	4,496,625	(465,649)	4,030,975	4,573,737
Transportation				
General Transportation Fund	1,469,257	15,439	1,484,696	1,484,696
Public Transit Fund	2,880,082	892,760	3,772,841	3,352,839
	4,349,339	908,198	5,257,537	4,837,535
Lifecycle				
Equipment Replacement Fund	1,984,417	(405,517)	1,578,901	1,835,879
Emergency Services Equipment Replacement Fund	297,273	(85,995)	211,278	245,727
Office Systems Replacement Fund	1,370,223	(1,121,709)	248,514	1,457,620
Facilities Refurbishment Fund	182,466	20,470	202,936	193,682
Arden Theatre Repair & Refurbishment Fund	104,509	5,199	109,708	98,966
Servus Place Replacement & Refurbishment Fund	753,226	215,616	968,842	919,673
Aquatics Facility Refurbishment Fund	398,347	60,800	459,147	390,594
Public Art Acquisition, Maintenance & Restoration Fund	97,327	9,845	107,172	112,955
	5,187,788	(1,301,291)	3,886,497 *	5,255,096
Capital Asset Revolving Land				
Revolving Land	4,158,607	(4,158,607)	-	1,254,675
Facilities Fund	511,984	5,380	517,364	517,364
	4,670,591	(4,153,227)	517,364	1,772,039
Capital Funding Reserve				
Capital Fund	27,946,181	(9,150,781)	18,795,401	32,216,031
Outside Agencies Capital Fund	268,044	(98,697)	169,347	265,299
	28,214,226	(9,249,478)	18,964,748 *	32,481,329
Library Collection Reserve Fund	2,587	27	2,615	2,615
Total Capital	47,556,981	(13,887,375)	33,669,606	49,932,222
Utilities	18,601,072	(10,692,668)	7,908,405	20,990,911
Total Reserves	73,921,865	(26,471,244)	47,450,621	79,335,715

- Two new lifecycle reserves were approved during the 2014 budget. They are the Fire Building and City Playgrounds Lifecycle Programs. Funding for these reserves in the amount of $300,000 has been committed in the Capital Fund. These funds will be recorded in the Reserve Statement after the Reserve Policy is approved in September.

Investments

As of June 30, 2014 the City has $140.4 million in cash and investments.

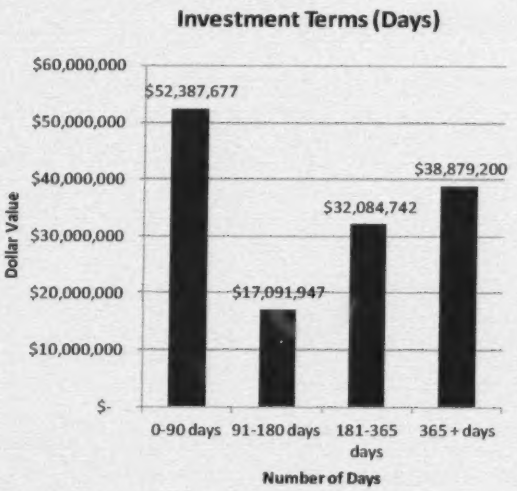
The City of St. Albert's Investment Policy, C-FS-02, outlines the Investment Portfolio Policy. This policy is reviewed annually by Administration with any changes recommended to Council for approval.

- City Managed Cash and Short-term Investments – the primary goal is liquidity and capital preservation by investing in short-term secure investments for a term of up to three years.
- Custodian Managed Investment Portfolio – the primary purpose is to maintain capital preservation, while maximizing investment returns by accessing investment funds managed by professional fund managers.
- The City's Investment Policy restricts Administration from investing more than 75 per cent of funds in any one financial institution.
- The chart on the right shows the current portfolio distribution of both short-term and long-term funds by Financial Institution:

Financial Institution	Portfolio Amount	Percentage
Toronto Dominion	$ 41,916,845.27	30%
ATB Financial	$ 25,068,841.09	18%
Servus Credit Union	$ 24,307,848.06	17%
BMO Nesbitt Burns	$ 19,981,139.54	14%
CIBC Wood Gundy	$ 18,898,060.80	13%
RBC Dominion Securities	$ 10,270,832.09	7%
	$ 140,443,566.85	100%

The Investment Terms chart shows the current investment portfolio by term and interest rate range.

The City of St. Albert will maintain an investment portfolio that will be sufficiently liquid in order to meet its operating cash flow requirements that might be reasonably anticipated in the short and longer term. Under policy C-FS-02, any investments with terms of more than three years must be administered through a Custodian and Administration is to manage investments with terms of fewer than three years.



Observations

The cash and investment portfolio as of June 30, 2014 had a total value of $140.4 million. Funds have been invested to ensure the best term and corresponding interest rates are achieved for the upcoming months. To maximize returns on short-term investments, City staff select the highest investment yield based on quotes from up to 10 banks and investment firms, including eligible credit unions and the Canadian chartered banks. Any surplus cash balances are placed in a daily interest savings account to maximize interest income.

Benchmarking Data

The chart on the right compares the City's portfolio performance by term to the Bank of Canada T-Bill and Bond rates as per the City's Investment Policy C-FS-02.

Overall, the rate of return realized from the City of St. Albert's investments is above the Bank of Canada T-Bill and Bond rates.

	St. Albert	Bank of Canada
Cash and Short Term Investments	**Average Portfolio Rate**	**T-Bill Rate**
0 - 90 Days	1.27%	0.95%
91 - 180 Days	1.64%	0.96%
181 - 365 Days	1.77%	1.01%
Long Term Investments	**Average Portfolio Rate**	**3 & 7 Yr Bond Rate**
2 - 8 Years	2.86%	1.2% - 1.86%

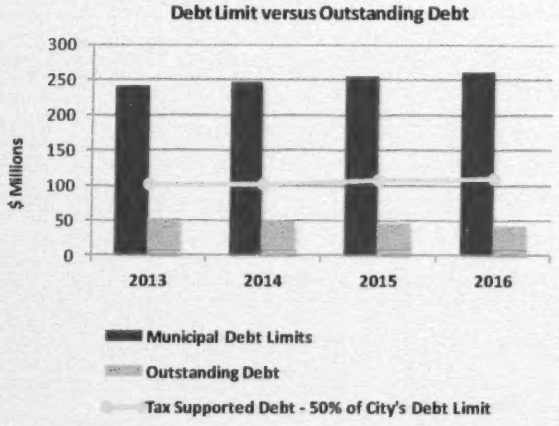
As of June 30, 2014, the City had earned $1,233,197 in investment income.

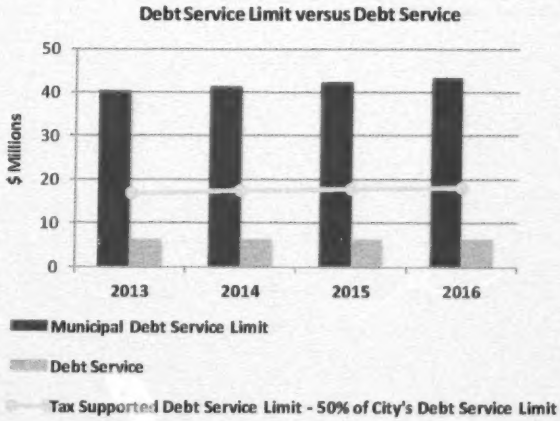
Summary of Debt

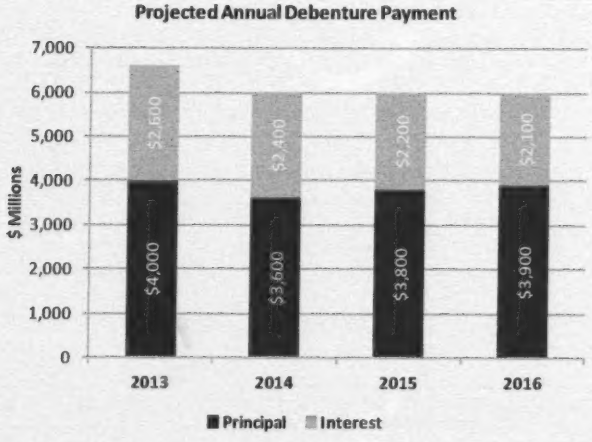
As of June 30, 2014, the City had $51.1 million debt outstanding, requiring servicing of $3.0 million. The debt will be $49.3 million by the end of the fiscal year.

The City of St. Albert's Debt Management Policy, C-FS-03, outlines the types of debt and financing the City may undertake. According to the policy, the City Manager or designate shall report quarterly to Council regarding the City's compliance with this policy.

Under the Municipal Government Act, Alberta Regulation 255/2000, the debt limit for the City is calculated at 1.5 times its revenue, and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval of the Minister of Municipal Affairs. In addition, C-FS-03 stipulates that the City shall adhere to an "internal debt limit" of 85 per cent of the debt limit prescribed by Provincial regulation and an "internal tax-supported debt limit" of 50 per cent of the City's internally determined debt limit and debt services limit. As at December 31, 2013, the City's debt limit was $240.5 million and its service on debt limit was $40.1 million. The City of St. Albert's debt and service limits have consistently been well under the allowable limits and are not forecasted to change in the near future.

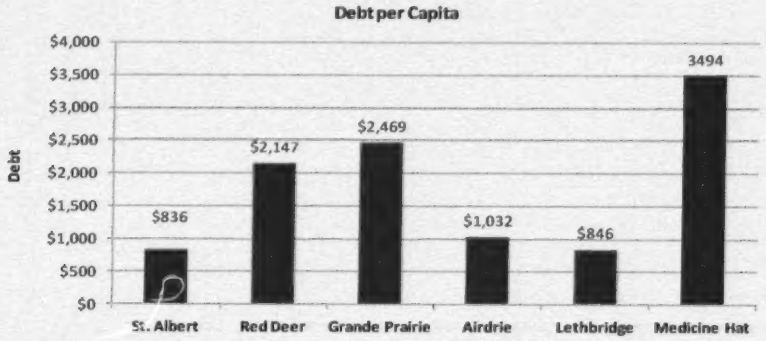


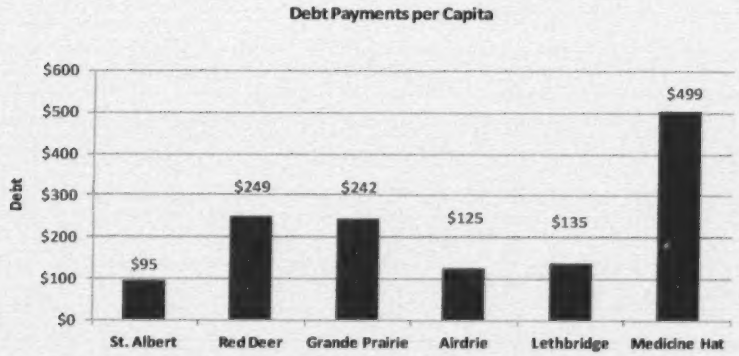


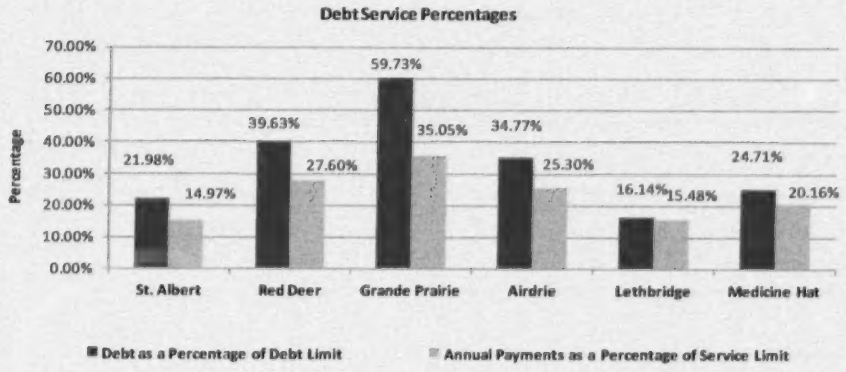


Debt Comparison to Comparable Municipalities

The following three charts compare the debt, debt payments per capita, and the debt service of St. Albert with similar municipalities. The information for the comparable municipalities was obtained from their 2013 Annual Financial Statements and also includes the City's most recent Census showing a population of 63,225.







Observations

The City of St. Albert has the second lowest debt, the lowest debt service and the lowest debt payments per capita when compared to similar municipalities. The City is also below its internal tax-supported debt service limit.

Capital Expenditure Summary Report

For the Period Ending March 31, 2014

	MUNICIPAL CAPITAL PROJECT TOTAL					
	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-C)	% Variance	No. of Projects
2014	3,773,756	26,741,700	26,696,700	45,000	0.17%	56
2013	9,068,047	13,259,500	13,589,600	-330,100	-2.49%	29
2012 & PRIOR	32,995,116	66,884,100	66,823,100	61,000	0.09%	26
TOTAL MUNICIPAL PROJECTS	**45,836,919**	**106,885,300**	**107,109,400**	**-224,100**	**-0.21%**	**111**

	UTILITY CAPITAL PROJECT TOTAL					
	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-C)	% Variance	No. of Projects
2014	237,199	20,058,000	20,058,000	0	0.00%	17
2013	5,993,052	18,844,700	18,844,700	0	0.00%	15
2012 & PRIOR	13,337,537	18,608,400	18,608,400	0	0.00%	13
TOTAL UTILITY PROJECTS	**19,567,788**	**57,511,100**	**57,511,100**	**0**	**0.00%**	**45**

Municipal Projects

- There are a total of 111 municipal capital projects that have been scheduled for 2014.
- For 2014, 56 new projects were approved. Of those projects, $3.7 million year-to-date expenses out of $26.7 million has been expended. Numerous projects are currently underway as construction season has begun. There is a slight decrease in forecast of $40,000 due to savings from actual Transit bus purchases.
- From 2013, 29 projects remain open and 68 per cent of project expenditures have been spent to date. The major factor relating to the forecasted increase of $330 thousand is $264 thousand required for an unexpected replacement of Public Works equipment due to fire damage. This cost is offset by the insurance claim.
- There are a total of 26 projects from 2012 and earlier that have yet to be completed. A closed project was opened last quarter for reporting purposes, and therefore 26 remain open. The current projects' expenditures to date are $33 million, with a project budget and forecast of $66.8 million. The major variance to the unspent funds relates to project 412420 Campbell Road Park and Ride of $30 million, which has minimal expenditures to date. This is due to continual negotiations required with the CRB (Capital Region Board).

Utilities Projects

- There are 45 projects scheduled for Utilities in 2014.
- Approved for 2014 were 16 new utility projects. A new project was approved during this quarter: 414456 Oakmont Swale Reconstruction. As of June 30, 2014, only $237 thousand has been spent to date. Projects are continually in the tender process and contract negotiations stage.
- From 2013, 15 projects have remained open. A total of $6.0 million has been spent to date, with a forecast and budget of $18.8 million. There is currently no change in forecast and all costs are anticipated to be incurred as scheduled.
- For 2012 and prior years, 13 projects have remained open with current expenditures to date of $13.3 million. The projects' budget and forecast is $18.6 million. All project funds are anticipated to be spent as scheduled.

Capital Project Highlights

Erin Ridge Trail Development Phase 2 (414310/413310) (Pages 26/28)

The project is currently behind schedule due to recent delays from birds' nests present at the construction site. The project is expected to be completed on time and on budget.

Bike Skills Park (41131A) (Page 29)

The project is in the early planning stages. The draft environmental site assessment has been submitted and is in review, with next steps expected in August 2014.

St. Albert Trail Median Enhancement (414412) (Page 26)

The project has begun and is expected to be on budget and on schedule. The 2014 plan includes concrete and landscaping improvements from the south city limits up to Lennox Drive.

East Water Supply Main Phase 2 (413417) (Page 32)

This project was delayed due to an ACRWC (Alberta Capital Region Wastewater Commission) wastewater line break. The project has been delayed until there is an adequate diversion method in place in the event the line breaks again. Anticipated completion is September 2014.

Sedimentation and Erosion (413427) (Page 32)

The project is currently on budget and on schedule. The construction of Outfall #7 has begun and trail closures are completed.

Gate Avenue Lift Station Reconstruction (414442) (Page 31)

Construction on this project has begun and is expected to be on schedule and on budget.

Further detailed information on the Second Quarter results for Capital Projects can be found in Appendix 2.

Appendix 1

Operating Summary Report by Department

For the Period Ending June 30, 2014

	Quarter to Date		%	Year to Date		%	Annual	Annual	$	% of
	Prior Year	Current Year	Change	Prior Year	Current Year (A)	Change	Budget (B)	Forecast (C)	Variance (B-C)	Forecast Spent
St. Albert										
Council										
Council										
Revenue	1,580	-	(100%)	2,516	-	(100%)	5,000	5,000	-	-
Expenses	122,689	160,581	31%	284,800	340,768	20%	581,100	586,300	(5,200)	58%
Department Net	**121,109**	**160,581**	33%	282,284	340,768	21%	**576,100**	**581,300**	(5,200)	59%
Division Net	**121,109**	**160,581**	33%	282,284	340,768	21%	**576,100**	**581,300**	(5,200)	59%
City Manager's Office										
City Manager										
Revenue	-	-	-	-	-	-	-	-	-	-
Expenses	135,481	211,828	56%	347,396	408,354	18%	1,243,500	1,229,800	13,700	33%
Department Net	**135,481**	**211,828**	56%	347,396	408,354	18%	**1,243,500**	**1,229,800**	13,700	33%
Legal Services										
Revenue	6,531	6,757	3%	15,878	15,114	(5%)	4,500	4,500	-	336%
Expenses	338,445	138,477	(141%)	929,439	889,537	(4%)	1,990,000	1,960,000	30,000	45%
Department Net	**331,914**	**145,234**	(144%)	913,561	874,423	(4%)	**1,985,500**	**1,955,500**	30,000	45%
Division Net	**467,395**	**66,594**	(86%)	1,260,957	1,282,777	2%	**3,229,000**	**3,185,300**	43,700	40%
Corporate Strategic Services										
Corporate Strategic Services Admin										
Expenses	67,300	92,777	38%	135,145	160,978	19%	398,000	372,600	25,400	43%
Department Net	**67,300**	**92,777**	38%	135,145	160,978	19%	**398,000**	**372,600**	25,400	43%
Strategic Services										
Revenue	-	26,500	-	-	26,500	-	26,500	26,500	-	100%
Expenses	76,371	85,311	12%	76,371	164,881	116%	332,000	332,000	-	50%
Department Net	**76,371**	**58,811**	(23%)	76,371	138,381	81%	**305,500**	**305,500**	-	45%
Corporate Planning										
Revenue	-	4,500	-	-	4,500	-	44,000	44,000	-	10%
Expenses	62,110	79,877	29%	118,242	162,732	38%	347,400	347,400	-	47%
Department Net	**62,110**	**75,377**	21%	118,242	158,232	34%	**303,400**	**303,400**	-	52%
Environment & Sustainability										
Revenue	11,603	1,000	(91%)	19,253	1,000	(95%)	247,000	247,000	-	0%
Expenses	156,598	92,020	(41%)	258,577	208,545	(19%)	853,000	758,300	94,700	28%
Department Net	**144,995**	**91,020**	(37%)	239,324	207,545	(13%)	**606,000**	**511,300**	94,700	41%
Corporate Communication & Marketing										
Expenses	155,816	209,843	35%	339,745	427,031	26%	941,100	907,900	33,200	47%
Department Net	**155,816**	**209,843**	35%	339,745	427,031	26%	**941,100**	**907,900**	33,200	47%
Human Resources										
Revenue	45,899	352,338	668%	89,370	358,109	301%	20,000	20,000	-	1791%
Expenses	438,289	881,856	101%	903,417	1,425,656	58%	2,443,400	2,368,100	75,300	60%
Department Net	**392,390**	**529,518**	35%	814,047	1,067,547	31%	**2,423,400**	**2,348,100**	75,300	45%
Information Technology Services										
Revenue	-	-	-	-	-	-	75,000	75,000	-	-
Expenses	581,144	740,432	27%	1,289,610	1,567,381	22%	2,855,900	2,921,600	(65,700)	54%
Department Net	**581,144**	**740,432**	27%	1,289,610	1,567,381	22%	**2,780,900**	**2,846,600**	(65,700)	55%
Legislative Services										
Revenue	19,180	15,152	(21%)	41,670	35,280	(15%)	241,100	246,600	5,500	14%
Expenses	199,764	250,229	25%	395,930	433,980	10%	1,220,700	1,094,000	126,700	40%
Department Net	**180,584**	**235,077**	30%	354,260	398,700	13%	**979,600**	**847,400**	132,200	47%
Division Net	**1,660,710**	**2,032,855**	22%	3,366,744	4,125,795	23%	**8,737,900**	**8,442,800**	295,100	49%

Appendix 1 (cont'd)

	Quarter to Date		%	Year to Date		%	Annual	Annual	$	% of
	Prior Year	Current Year	Change	Prior Year	Current Year (A)	Change	Budget (B)	Forecast (C)	Variance (B-C)	Forecast Spent
Community & Protective Services										
Community Services Administration										
Revenue	19,446	4,810	(75%)	50,157	15,707	(69%)	23,100	23,100	-	68%
Expenses	236,271	211,882	(10%)	463,778	381,440	(18%)	771,400	771,400	-	49%
Department Net	**216,825**	**207,072**	(4%)	413,621	365,733	(12%)	**748,300**	**748,300**	-	49%
Culture Services										
Revenue	389,988	357,863	(8%)	910,247	891,097	(2%)	2,005,100	1,568,500	(436,600)	57%
Expenses	1,055,657	1,086,112	3%	1,825,479	1,989,792	9%	4,254,800	3,911,300	343,500	51%
Department Net	**665,669**	**728,249**	9%	915,232	1,098,695	20%	**2,249,700**	**2,342,800**	(93,100)	47%
Family & Community Support Services										
Revenue	438,103	370,509	(15%)	850,841	825,277	(3%)	1,298,100	1,396,300	98,200	59%
Expenses	605,354	475,874	(21%)	1,084,331	1,037,400	(4%)	2,077,800	2,134,400	(56,600)	49%
Department Net	**167,251**	**105,365**	(37%)	233,490	212,123	(9%)	**779,700**	**738,100**	41,600	29%
Fire Services										
Revenue	789,634	1,062,839	35%	1,809,764	1,890,311	17%	3,099,000	3,684,000	585,000	51%
Expenses	3,858,086	4,406,333	14%	7,327,464	7,726,773	5%	16,224,000	16,431,000	(207,000)	47%
Department Net	**3,068,452**	**3,343,494**	9%	5,717,700	5,836,462	2%	**13,125,000**	**12,747,000**	378,000	46%
Police Services										
Revenue	1,904,219	2,032,141	7%	3,029,195	3,009,153	(1%)	5,405,400	5,397,900	(7,500)	56%
Expenses	2,888,193	3,149,200	9%	5,849,439	6,335,123	8%	13,547,200	13,515,200	32,000	47%
Department Net	**983,974**	**1,117,059**	14%	2,820,244	3,325,970	18%	**8,141,800**	**8,117,300**	24,500	41%
Recreation and ParksServices										
Revenue	2,486,837	2,538,998	2%	5,364,850	5,611,806	5%	10,709,800	10,781,400	71,600	52%
Expenses	3,489,710	3,471,767	(1%)	6,596,851	6,480,033	(2%)	13,818,800	13,920,600	(101,800)	47%
Department Net	**1,002,873**	**932,769**	(7%)	1,232,001	868,227	(30%)	**3,109,000**	**3,139,200**	(30,200)	28%
Outside Agencies										
Revenue	893,944	-	(100%)	897,244	-	(100%)	600,000	600,000	-	-
Expenses	1,316,952	1,378,234	5%	2,726,151	2,816,374	3%	5,402,800	5,402,800	-	52%
Department Net	**423,008**	**1,378,234**	226%	1,828,907	2,816,374	54%	**4,802,800**	**4,802,800**	-	59%
Division Net	**6,528,052**	**7,812,242**	20%	13,161,195	14,523,584	10%	**32,956,300**	**32,635,500**	320,800	45%

Recreation Services and Servus Credit Union Place were amalgamated into one department named Recreation and Parks in the third quarter of 2013. For 2014, the financial details of each department will be presented separately. The individual departments' operating information is as follows:

	Quarter to Date		%	Year to Date		%	Annual	Annual	$	% of
	Prior Year	Current Year	Change	Prior Year	Current Year (A)	Change	Budget (B)	Forecast (C)	Variance (B-C)	Forecast Spent
Recreation Services										
Revenue	616,113	622,767	1%	1,209,182	1,244,793	3%	2,483,800	2,453,800	(30,000)	51%
Expenses	1,189,589	1,251,468	5%	2,198,868	2,240,265	2%	4,766,100	4,875,100	(109,000)	46%
Department Net	**573,476**	**628,681**	10%	989,686	995,472	1%	**2,282,300**	**2,421,300**	(139,000)	41%
Servus Credit Union Place										
Revenue	1,870,724	1,916,211	2%	4,155,668	4,367,013	5%	8,226,000	8,327,600	101,600	52%
Expenses	2,300,121	2,220,299	(3%)	4,397,983	4,239,768	(4%)	9,052,700	9,045,500	7,200	47%
Department Net	**429,397**	**304,088**	(29%)	242,315	127,245	(153%)	**826,700**	**717,900**	108,800	(18%)

Appendix 1 (cont'd)

	Quarter to Date Prior Year	Quarter to Date Current Year	% Change	Year to Date Prior Year	Year to Date Current Year (A)	% Change	Annual Budget (B)	Annual Forecast (C)	$ Variance (B-C)	% of Forecast Spent
Planning & Engineering Services										
Engineering Services & Admin. Support										
Revenue	49,640	472,619	852%	109,186	547,648	402%	944,900	1,022,200	77,300	54%
Expenses	1,185,344	1,596,182	35%	2,303,103	2,948,132	28%	6,313,500	6,525,300	(211,800)	45%
Department Net	**1,135,704**	**1,123,563**	(1%)	2,193,917	2,400,484	9%	**5,368,600**	**5,503,100**	(134,500)	44%
Planning & Development										
Revenue	549,484	1,098,675	100%	1,405,806	1,709,242	22%	1,998,300	2,531,300	533,000	68%
Expenses	644,452	807,989	25%	1,240,359	1,398,373	13%	2,738,100	2,753,200	(15,100)	51%
Department Net	**94,968**	**290,686**	(406%)	165,447	310,869	88%	**739,800**	**221,900**	517,900	(140%)
Division Net	**1,230,672**	**832,877**	(32%)	2,028,470	2,089,615	3%	**6,108,400**	**5,725,000**	383,400	36%
Infrastructure Services										
Public Works										
Revenue	1,218,689	1,289,205	6%	2,481,705	2,804,245	13%	5,582,100	5,582,100	-	50%
Expenses	5,107,278	5,072,410	(1%)	9,860,945	9,817,555	(0%)	19,364,900	19,472,300	(107,400)	50%
Department Net	**3,888,589**	**3,783,205**	(3%)	7,379,240	7,013,310	(5%)	**13,782,800**	**13,890,200**	(107,400)	50%
Transit Services										
Revenue	784,881	786,828	0%	2,024,788	1,921,827	(5%)	4,368,500	4,234,700	(133,800)	45%
Expenses	2,733,560	3,035,678	11%	5,229,984	5,698,686	9%	11,319,900	11,584,000	(264,100)	49%
Department Net	**1,948,679**	**2,248,850**	15%	3,205,196	3,776,859	18%	**6,951,400**	**7,349,300**	(397,900)	51%
Division Net	**5,837,268**	**6,032,055**	3%	10,584,436	10,790,169	2%	**20,734,200**	**21,239,500**	(505,300)	51%
Finance & Assessment Services										
Assessment & Taxation Services										
Revenue	111,951	119,959	7%	440,215	494,608	12%	1,086,900	1,108,300	21,400	45%
Expenses	290,604	304,425	5%	571,288	597,871	5%	1,242,000	1,244,600	(2,600)	48%
Department Net	**178,653**	**184,466**	3%	131,073	103,263	(21%)	**155,100**	**136,300**	18,800	76%
Financial Services										
Revenue	2,311	293	(87%)	2,920	1,257	(57%)	2,400	2,400	-	52%
Expenses	576,274	564,308	(2%)	1,075,596	1,068,006	(1%)	2,325,200	2,200,100	125,100	49%
Department Net	**573,963**	**564,015**	(2%)	1,072,676	1,066,749	(1%)	**2,322,800**	**2,197,700**	125,100	49%
Division Net	**752,616**	**748,481**	(1%)	1,203,749	1,170,012	(3%)	**2,477,900**	**2,334,000**	143,900	50%

Appendix 1 (cont'd)

	Quarter to Date Prior Year	Quarter to Date Current Year	% Change	Year to Date Prior Year	Year to Date Current Year (A)	% Change	Annual Budget (B)	Annual Forecast (C)	$ Variance (B-C)	% of Forecast Spent
Economic Development										
Business & Tourism Development										
Revenue	183,869	319,718	74%	352,339	512,360	45%	878,200	983,200	105,000	52%
Expenses	328,044	372,849	14%	627,163	707,213	13%	1,594,700	1,639,800	(45,100)	43%
Department Net	**144,175**	**53,131**	(63%)	274,824	194,853	(29%)	**716,500**	**656,600**	59,900	30%
Division Net	**144,175**	**53,131**	(63%)	274,824	194,853	(29%)	**716,500**	**656,600**	59,900	30%
Capital Financing										
Capital Financing										
Revenue	-	-	-	38,750	-	(100%)	300,000	300,000	-	-
Expenses	2,771,286	2,182,558	(21%)	9,735,219	10,206,739	5%	14,761,200	14,761,200	-	69%
Department Net	**2,771,286**	**2,182,558**	(21%)	9,696,469	10,206,739	5%	**14,461,200**	**14,461,200**	-	71%
Division Net	**2,771,286**	**2,182,558**	(21%)	9,696,469	10,206,739	5%	**14,461,200**	**14,461,200**	-	71%
Common & Fiscal										
Tax Revenue & Requisitions										
Revenue	40,861,709	42,497,853	4%	40,861,709	42,497,853	4%	85,179,000	85,204,000	25,000	50%
Expenses	292,543	865,009	196%	292,543	905,069	209%	942,900	942,900	-	96%
Department Net	**40,569,166**	**41,632,844**	3%	40,569,166	41,592,784	3%	**84,236,100**	**84,261,100**	25,000	49%
Corporate Financial										
Revenue	4,240,840	1,290,533	(70%)	3,838,585	4,606,994	20%	8,618,900	8,634,800	15,900	53%
Expenses	871,910	8,478	(99%)	2,102,275	2,023,693	(4%)	2,857,500	3,326,900	(469,400)	61%
Department Net	**3,368,930**	**1,282,055**	(62%)	1,736,310	2,583,301	49%	**5,761,400**	**5,307,900**	(453,500)	49%
Division Net	**43,938,096**	**42,914,899**	(2%)	42,305,476	44,176,085	4%	**89,997,500**	**89,569,000**	(428,500)	49%
Municipal Operations Revenue	**55,010,338**	**54,649,090**	(1%)	**64,436,988**	**67,779,888**	5%	**132,762,800**	**133,722,800**	**960,000**	51%
Municipal Operations Expenditures	**30,585,525**	**31,655,565**	3%	**63,990,640**	**68,328,115**	7%	**132,762,800**	**133,415,000**	**652,200**	51%
Municipal Surplus (Deficit)	**24,424,813**	**22,993,525**	6%	**446,348**	**548,227**		-	**307,800**	**307,800**	

Appendix 1 (cont'd)

	Quarter to Date Prior Year	Quarter to Date Current Year	% Change	Year to Date Prior Year	Year to Date Current Year (A)	% Change	Annual Budget (B)	Annual Forecast (C)	$ Variance (B-C)	% of Forecast Spent
Water										
Water										
Revenue	2,395,763	2,811,760	17%	4,957,990	5,300,000	7%	11,077,000	11,077,000	-	48%
Expenses	2,009,243	2,043,907	2%	3,840,178	3,874,199	1%	8,359,400	8,376,300	16,900	46%
Transfer to Reserve	386,520	767,853	99%	1,117,812	1,425,801	28%	2,717,600	2,700,700	16,900	53%
Division Net	-	-	-	-	-	-	-	-	-	-
Wastewater										
Wastewater										
Revenue	2,260,107	2,528,520	12%	4,463,571	4,902,448	10%	10,651,200	10,651,200	-	46%
Expenses	2,120,994	2,184,436	3%	3,989,485	4,063,533	2%	8,726,100	8,742,300	16,200	46%
Transfer to Reserve	139,113	344,084	147%	474,086	838,915	77%	1,925,100	1,908,900	16,200	44%
Division Net	-	-	-	-	-	-	-	-	-	-
Storm										
Storm										
Revenue	995,964	1,137,140	14%	2,013,023	1,839,180	(9%)	4,638,700	4,638,700	-	40%
Expenses	229,805	258,054	12%	431,693	463,795	7%	1,284,200	1,286,600	2,400	36%
Transfer to Reserve	766,159	879,086	15%	1,581,330	1,375,385	(13%)	3,354,500	3,352,100	2,400	41%
Division Net	-	-	-	-	-	-	-	-	-	-
Solid Waste Management										
Solid Waste Management										
Revenue	1,464,509	1,504,379	3%	2,891,400	2,222,658	(23%)	5,953,500	5,953,500	-	37%
Expenses	1,061,322	1,258,525	19%	1,867,370	3,090,966	66%	6,076,700	6,084,900	8,200	51%
Transfer to/from Reserve	403,187	245,854	(39%)	1,024,030	(868,308)	(185%)	(123,200)	(131,400)	8,200	661%
Division Net	-	-	-	-	-	-	-	-	-	-
Utilities Revenue	**7,116,343**	**7,981,799**	12%	**14,325,984**	**14,264,286**	(0%)	**32,320,400**	**32,320,400**	-	44%
Utilities Expenditures	**5,421,364**	**5,744,922**	6%	**10,128,726**	**11,492,494**	13%	**24,446,400**	**24,490,100**	43,700	47%
Transfer to/from Reserve	**1,694,979**	**2,236,877**	32%	**4,197,258**	**2,771,792**	(34%)	**7,874,000**	**7,830,300**	43,700	35%

Explanation of % Variance

The % variance column records the percentage difference between the year to date actual and yearly budget amounts. Positive dollar variances indicate favorable budget impact and negative dollar variances indicate unfavorable budget impact

Appendix 2

Capital Projects by Year

For the Period Ending June 30, 2014

Project Description	PROJECT TOTAL Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
Entity #01 St. Albert					
2014 Municipal Projects					
Division #1000 Council					
Cost Centre #1010 Council					
414101 NABI Building Fund	0	25,000	25,000	25,000	0.0%
414809 LRT Functional Alignment Study	0	250,000	250,000	250,000	0.0%
Total Division #1000 Council	0	275,000	275,000	275,000	0.0%
Division #2000 City Manager's Office					
Cost Centre #2000 City Manager					
414201 50+ Club Building Rehabilitation and Expansi	0	2,370,000	2,370,000	2,370,000	0.0%
Total Division #2000 City Manager's Office	0	2,370,000	2,370,000	2,370,000	0.0%
Division #2300 Corporate Strategic Services					
Cost Centre #2015 Corporate Strategic Services Administration					
414505 Performance Measurement System	0	50,000	50,000	50,000	0.0%
Cost Centre #2035 Strategic Initiatives					
414506 Smart City Master Plan & Alliance	16,975	95,000	95,000	78,025	0.0%
Cost Centre #2210 Legislative Services					
414509 Agenda Management Software	0	110,000	110,000	110,000	0.0%
Cost Centre #2240 Corporate Communications and Design					
414504 Website Project	19,639	75,000	75,000	55,361	0.0%
Cost Centre #4031 Environment & Sustainability					
414507 Community Sustainability Plan	21,845	276,500	276,500	254,655	0.0%
414508 PW Former PW Yard Remediation Program	0	800,000	800,000	800,000	0.0%
Cost Centre #5200 Human Resources					
414503 HR Electronic Recruitment Software	0	43,000	43,000	43,000	0.0%
Cost Centre #5400 Information Services					
414202 Financial System Software	0	200,000	200,000	200,000	0.0%
414501 Office Systems Replacement Plan	409	622,500	622,500	622,091	0.0%
414502 Office Automation Program	19,823	50,000	50,000	30,177	0.0%
Total Division #2300 Corporate Strategic Services	78,692	2,322,000	2,322,000	2,243,308	0.0%

Appendix 2 (cont'd)

Project Description	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
	********** PROJECT TOTAL **********				
Entity #01 St. Albert					
Division #3000 Community & Protective Services					
Cost Centre #3109 Aquatics - Administration					
414302 Aquatics Lifecycle Plan	99,796	118,700	118,700	18,904	0.0%
Cost Centre #3165 Servus Place - Administration					
414301 Servus Place Life Cycle Replacement Progra	97,275	249,900	249,900	152,625	0.0%
Cost Centre #3170 Parks & Naturalization					
414305 Sportfield Refurbishment Program	0	220,000	220,000	220,000	0.0%
414306 City Parks Refurbishment Plan/Implementatio	0	136,600	136,600	136,600	0.0%
414307 City Playground Lifecycle Program	0	250,000	250,000	250,000	0.0%
414310 Erin Ridge / Oakmont Trail Phase 2 Construct	73,226	1,050,000	1,050,000	976,774	0.0%
414311 Woodlands Water Park - Locker Room	115,182	120,000	120,000	4,818	0.0%
414312 Lacombe Park Master Plan	47	172,500	172,500	172,453	0.0%
414313 Campbell Dog-Friendly Park	6,150	160,000	160,000	153,850	0.0%
Cost Centre #3200 Cultural Administration					
414309 Chevigny House	8,367	100,000	100,000	91,633	0.0%
414316 SAP Way-finding & Signage Upgrade	915	25,000	25,000	24,085	0.0%
414317 Founders Walk Phase 2	0	710,700	710,700	710,700	0.0%
414318 Heritage Sites Phase 2	15,437	1,525,700	1,525,700	1,510,263	0.0%
414319 Cultural Walk/ Wall of Fame	0	20,000	20,000	20,000	0.0%
Cost Centre #3300 Arden Theatre Administration					
414304 Arden Theatre Replacement Plan	2,411	27,500	27,500	25,089	0.0%
Cost Centre #3400 Fire Administration					
414303 Emergency Services Equipment Replacemer	35,548	58,400	58,400	22,852	0.0%
414314 Fire Station #3- Exhaust System Replacemer	0	211,700	211,700	211,700	0.0%
414315 Fire Training Ground	10,096	151,500	151,500	141,404	0.0%
Cost Centre #3600 Community Services Administration					
414308 Community Capital Program	49,698	200,000	200,000	150,302	0.0%
414413 Public Engagement Online Tools	0	50,000	50,000	50,000	0.0%
Total Division #3000 Community & Protective Services	514,147	5,558,200	5,558,200	5,044,053	0.0%
Division #4000 Planning & Engineering Services					
Cost Centre #4025 Roadway Services - Contracts					
414401 Arterial Asphalt Overlay Program	51,155	1,100,000	1,100,000	1,048,845	0.0%
414402 Collector Reconstruct Program	0	315,000	315,000	315,000	0.0%
414403 Collector/Local Asphalt Overlay Program	307	2,700,100	2,700,100	2,699,793	0.0%
414404 Local Reconstruct Program	10,617	1,760,000	1,760,000	1,749,383	0.0%
414405 Permanent Line Marking Rehabilitation	59,518	128,000	128,000	68,482	0.0%
414406 Red Willow Trail Overlay Program	0	150,000	150,000	150,000	0.0%
414407 Sidewalk Program	8,521	1,000,000	1,000,000	991,479	0.0%
414409 Road Repairs	26,910	200,000	200,000	173,090	0.0%
414410 Transportation Master Plan	0	630,000	630,000	630,000	0.0%
414411 City Owned Parking Lot - Fire Station #2	0	150,000	150,000	150,000	0.0%
414412 St. Albert Trail Median and Blvd Enhancemer	52,230	924,000	924,000	871,770	0.0%
Cost Centre #4160 Traffic Signals					
414408 Transportation Systems Mgmt (Signals)	554,744	800,000	800,000	245,256	0.0%
Cost Centre #4500 Planning Branch and Administration					
414414 St. Anne St. Realignment - St. Thomas to Tac	0	800,000	800,000	800,000	0.0%
Total Division #4000 Planning & Engineering Services	764,003	10,657,100	10,657,100	9,893,097	0.0%

Appendix 2 (cont'd)

Project Description	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
	********** PROJECT TOTAL **********				
Entity #01 St. Albert					
Division #4500 Infrastructure Services					
Cost Centre #4110 Garage Operations					
414801 PW Mobile Equipment Replacement Plan	946,812	1,260,500	1,260,500	313,688	0.0%
414810 PW Loader	0	240,000	240,000	240,000	0.0%
414811 Public Works Turf Mowers	147,602	185,000	185,000	37,398	0.0%
Cost Centre #4120 Public Works Buildings					
414806 PW Shop Equipment & Yard	39,994	40,000	40,000	6	0.0%
Cost Centre #4165 Street Signs					
414807 PW Subdivision Signage & Amenities	0	46,000	46,000	46,000	0.0%
Cost Centre #4640 Transit Bus Maintenance					
414802 Transit Bus Lifecycle Repl Plan	1,273,699	1,350,000	1,310,000	76,301	3.0%
414803 Transit Growth Buses	0	330,000	325,000	330,000	1.5%
414804 Transit Smart Fare System	0	1,800,000	1,800,000	1,800,000	0.0%
Cost Centre #4750 Other Civic Buildings					
414805 PW Energy Efficiency Program	8,808	57,900	57,900	49,093	0.0%
414808 Civic Buildings Security	0	250,000	250,000	250,000	0.0%
Total Division #4500 Infrastructure Services	2,416,914	5,559,400	5,514,400	3,142,486	0.8%
2014 Total Entity #01 St. Albert	**3,773,756**	**26,741,700**	**26,696,700**	**22,967,944**	**0.2%**
2013 Municipal Projects					
Division #2300 Corporate Strategic Services					
Cost Centre #2015 Corporate Strategic Services Administration					
413505 Performance Measurement System	0	50,000	50,000	50,000	0.0%
Cost Centre #2240 Corporate Communications and Design					
413504 Website Project	74,940	75,000	75,000	60	0.0%
Cost Centre #5200 Human Resources					
413503 HR Electronic Recruitment Software	8,500	50,000	50,000	41,500	0.0%
Cost Centre #5400 Information Services					
413501 Office Systems Replacement Plan	40,502	453,400	453,400	412,898	0.0%
413502 Office Automation Program	46,874	50,000	50,000	3,126	0.0%
Total Division #2300 Corporate Strategic Services	170,816	678,400	678,400	507,584	0.0%

Appendix 2 (cont'd)

Project Description		Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
		********** PROJECT TOTAL **********				
Entity #01 St. Albert						
Division #3000 Community & Protective Services						
Cost Centre #3165 Servus Place - Administration						
413301	Servus Place Life Cycle Replacement Progra	227,589	255,000	255,000	27,411	0.0%
Cost Centre #3170 Parks & Naturalization						
413305	Sportfield Refurbishment Program	193,665	200,000	200,000	6,335	0.0%
413306	City Parks Refurbishment Plan/Implementatio	7,704	100,000	107,700	92,296	-7.7%
413307	Kingswood Neighbourhood Playground	87,595	100,000	100,000	12,405	0.0%
413310	Erin Ridge Trail Development Phase 2 - Desig	72,004	100,000	100,000	27,996	0.0%
Cost Centre #3200 Cultural Administration						
413309	Chevigny House	81,393	100,000	100,000	18,607	0.0%
Cost Centre #3300 Arden Theatre Administration						
413304	Arden Theatre Replacement Plan	288,638	280,000	288,600	(8,638)	-3.1%
Cost Centre #3400 Fire Administration						
413303	Emergency Services Equipment Replacemer	207,651	243,700	243,700	36,049	0.0%
Cost Centre #3600 Community Services Administration						
413311	Community Support Centre	0	50,000	50,000	50,000	0.0%
Total Division #3000 Community & Protective Services		1,166,239	1,428,700	1,445,000	262,461	-1.1%
Division #4000 Planning & Engineering Services						
Cost Centre #4000 Engineering Services						
413410	Sr Project Mgr	82,025	86,500	86,500	4,475	0.0%
Cost Centre #4025 Roadway Services - Contracts						
413402	Collector Reconstruct Program	1,977,542	2,300,000	2,300,000	322,458	0.0%
413403	Collector/Local Asphalt Overlay Program	1,131,063	2,650,000	2,650,000	1,518,937	0.0%
413404	Local Reconstruct Program	106,356	160,000	160,000	53,644	0.0%
413406	Red Willow Trail Overlay Program	76,199	100,000	100,000	23,801	0.0%
413407	Sidewalk Program	347,283	500,000	500,000	152,717	0.0%
413409	Veness Road Upgrade (142 St)	2,124,953	2,700,000	2,700,000	575,047	0.0%
413412	Railroad Safety Enhancement (Meadowview	0	250,000	250,000	250,000	0.0%
413413	Ray Gibbon Drive Walkway	100,000	100,000	100,000	0	0.0%
Cost Centre #4160 Traffic Signals						
413408	Transportation Systems Mgmt (Signals)	734,181	696,000	746,000	(38,181)	-7.2%
Total Division #4000 Planning & Engineering Services		6,679,603	9,542,500	9,592,500	2,862,897	-0.5%

Appendix 2 (cont'd)

Project Description	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
	********** PROJECT TOTAL **********				
Entity #01 St. Albert					
Division #4500 Infrastructure Services					
Cost Centre #4110 Garage Operations					
413801 PW Mobile Equipment Replacement Plan	840,556	603,000	866,800	(237,556)	-43.7%
Cost Centre #4165 Street Signs					
413807 PW Subdivision Signage & Amenities	30,335	46,900	46,900	16,565	0.0%
Cost Centre #4600 Transit Administration					
413809 LRT Functional Study	73,495	250,000	250,000	176,505	0.0%
Cost Centre #6210 St. Albert Place					
413804 PW - St. Albert Place	107,004	255,000	255,000	147,996	0.0%
Total Division #4500 Infrastructure Services	1,051,390	1,154,900	1,418,700	103,510	-22.8%
Division #5500 Economic Development					
Cost Centre #2100 Business Development					
413602 Wayfinding Signage Implementation	0	455,000	455,000	455,000	0.0%
Total Division #5500 Economic Development	0	455,000	455,000	455,000	0.0%
2013 Total Entity #01 St. Albert	**9,068,047**	**13,259,500**	**13,589,600**	**4,191,453**	**-2.5%**
2012 & Prior Year Municipal Projects					
Division #1000 Council					
Cost Centre #1010 Council					
412101 Train Whistle Cessation (McKenney & Ray C	96,101	150,000	150,000	53,899	0.0%
412102 Mountain Bike Skills Park	4,864	175,000	175,000	170,136	0.0%
412103 White Spruce Forest	12,398	25,000	25,000	12,602	0.0%
412105 Heritage Lake Enhancement	30,318	32,000	32,000	1,682	0.0%
412106 Entrance Landscaping Beautification	396,008	500,000	500,000	103,992	0.0%
Total Division #1000 Council	539,689	882,000	882,000	342,311	0.0%
Division #2300 Corporate Strategic Services					
Cost Centre #2240 Corporate Communications and Design					
412504 Webstreaming East Board Room (SCF)	37,000	37,000	37,000	0	0.0%
Cost Centre #2315 Corporate GIS					
40940C-11 Corporate GIS Foundation Items	3,687	32,000	32,000	28,313	0.0%
Cost Centre #5400 Information Services					
412501 Office Systems Replacement Plan	373,373	652,100	652,100	278,727	0.0%
40548C IT Strategic Plan	851,612	910,000	910,000	58,388	0.0%
Total Division #2300 Corporate Strategic Services	1,265,671	1,631,100	1,631,100	365,429	0.0%
Division #3000 Community & Protective Services					
Cost Centre #3150 Community Recreation Programs					
40958A Founders Walk (150th Anniversary)	1,263,960	1,300,000	1,269,000	36,040	2.4%
Cost Centre #3170 Parks & Naturalization					
41022A-11 Dog Park	91,292	100,000	100,000	8,708	0.0%
41131A Mountain Bike Skills Park - Design	3,556	25,000	25,000	21,444	0.0%
40982A Northridge Park Development Phase 1/Phase	572,632	750,000	750,000	177,368	0.0%
Total Division #3000 Community & Protective Services	1,931,440	2,175,000	2,144,000	243,560	1.4%

Appendix 2 (cont'd)

Project Description	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
	********** PROJECT TOTAL **********				
Entity #01 St. Albert					
Division #4000 Planning & Engineering Services					
Cost Centre #4025 Roadway Services - Contracts					
412406 Local Reconstruct Program	1,277,636	1,300,000	1,300,000	22,364	0.0%
412415 Veness Road Upgrade (142 St)	3,413,892	3,500,000	3,470,000	86,108	0.9%
Total Division #4000 Planning & Engineering Services	4,691,527	4,800,000	4,770,000	108,473	0.6%
Division #4500 Infrastructure Services					
Cost Centre #4100 Public Works Administration					
40802C-1 Office Systems (Hansen Software)	80,605	226,000	226,000	145,395	0.0%
Cost Centre #4130 Roadway Services					
41119A Bridge Rehabilitation	541,114	600,000	600,000	58,886	0.0%
41184 Ray Gibbon Drive Stage 3A - Construction	12,679,208	14,500,000	14,500,000	1,820,792	0.0%
41020A Anthony Henday Drive Connectors (BCF)	10,785,542	11,000,000	11,000,000	214,458	0.0%
40970A St. Albert Trail Urbanization Study	70,425	150,000	150,000	79,575	0.0%
Cost Centre #4225 Playfields & Playgrounds					
41126A Sportfield Refurbishment Program	74,523	100,000	100,000	25,477	0.0%
Cost Centre #4600 Transit Administration					
412420 Campbell Road Park & Ride	37,920	30,000,000	30,000,000	29,962,080	0.0%
Cost Centre #4610 Transit System Operations					
40954C Drive Camera (Incident Video)	75,510	105,000	105,000	29,490	0.0%
Cost Centre #4750 Other Civic Buildings					
41132B City Building Rehabilitation	56,250	100,000	100,000	43,750	0.0%
Total Division #4500 Infrastructure Services	24,401,096	56,781,000	56,781,000	32,379,904	0.0%
Division #5500 Economic Development					
Cost Centre #2100 Business Development					
40952C Downtown Signage	35,001	125,000	125,000	89,999	0.0%
Total Division #5500 Economic Development	35,001	125,000	125,000	89,999	0.0%
Division #6500 Common & Fiscal					
Cost Centre #6010 General Corporate					
412108 Civic Space Capacity Initiative	130,691	490,000	490,000	359,309	0.0%
Total Division #6500 Common & Fiscal	130,691	490,000	490,000	359,309	0.0%
2012 & Prior Year Total Entity #01 St. Albert	**32,995,116**	**66,884,100**	**66,823,100**	**33,888,984**	**0.1%**
2014 Municipal Projects	3,773,756	26,741,700	26,696,700	22,967,944	0.2%
2013 Municipal Projects	9,068,047	13,259,500	13,589,600	4,191,453	-2.5%
2012 & Prior Year Municipal Projects	32,995,116	66,884,100	66,823,100	33,888,984	0.1%
Total Entity #01 St. Albert	**45,836,919**	**106,885,300**	**107,109,400**	**61,048,381**	**-0.2%**

Appendix 2 (cont'd)

		PROJECT TOTAL				
	Project Description	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
Entity #02 Utilities						
2014 Municipal Projects						
Division #7000 Water						
Cost Centre #7100 Water Administration						
414203	Update Water Meter Technology	0	100,000	100,000	100,000	0.0%
Cost Centre #7130 Water Distribution						
414430	Water Network Level of Service	0	578,000	578,000	578,000	0.0%
414431	Oakmont Pump House Upgrades	0	500,000	500,000	500,000	0.0%
414432	OSL 5% Contribution	0	170,000	170,000	170,000	0.0%
414835	Water System Infrastructure Rehab	59,483	410,000	410,000	350,517	0.0%
Total Division #7000 Water		59,483	1,758,000	1,758,000	1,698,517	0.0%
Division #8000 Wastewater						
Cost Centre #8110 Wastewater Lift System						
414442	Wastewater Lift Station Rehabilitation	97,238	3,570,000	3,570,000	3,472,762	0.0%
414845	Wastewater Rehabilitation Program	63,619	221,000	221,000	157,381	0.0%
Cost Centre #8130 Wastewater Collection						
414440	Wastewater Collection System Redesign & E	0	2,200,000	2,200,000	2,200,000	0.0%
414441	Wastewater Main Replacement	0	554,000	554,000	554,000	0.0%
414846	Wastewater Household Service Replacemer	16,737	200,000	200,000	183,263	0.0%
Total Division #8000 Wastewater		177,594	6,745,000	6,745,000	6,567,406	0.0%
Division #8600 Storm						
Cost Centre #8700 Storm Operations						
414450	Lacombe Park Bank repairs	0	800,000	800,000	800,000	0.0%
414451	South Campbell Stormwater Management Fa	0	6,200,000	6,200,000	6,200,000	0.0%
414452	Sedimentation and Erosion Control Plan	0	2,000,000	2,000,000	2,000,000	0.0%
414453	Oakmont Swale Reconstruction	122	2,500,000	2,500,000	2,499,878	0.0%
Total Division #8600 Storm		122	11,500,000	11,500,000	11,499,878	0.0%
Division #9000 Solid Waste Management						
Cost Centre #9100 Solid Waste Management Collection & Disposal						
414865	Recycle Yard Upgrades	0	25,000	25,000	25,000	0.0%
414866	Waste Screening Implementation Program	0	10,000	10,000	10,000	0.0%
Cost Centre #9120 Composting						
414867	Waste & Organic Cart Additions/Replacemer	0	20,000	20,000	20,000	0.0%
Total Division #9000 Solid Waste Management		0	55,000	55,000	55,000	0.0%
	2014 Total Entity #02 Utilities	**237,199**	**20,058,000**	**20,058,000**	**19,820,801**	**0.0%**

Appendix 2 (cont'd)

Project Description		PROJECT TOTAL Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
Entity #02 Utilities						
2013 Municipal Projects						
Division #7000 Water						
Cost Centre #7130 Water Distribution						
413414	Water Network Level of Service	0	551,000	551,000	551,000	0.0%
413415	Utility Master Plan (Water)	157,999	158,000	158,000	1	0.0%
413416	Oversized Pools - Water Mains	0	199,300	199,300	199,300	0.0%
413417	East Water Supply Main (Phase 2)	4,325,910	5,500,000	5,500,000	1,174,090	0.0%
413418	Oakmont Water Supply Line	870,026	4,900,000	4,900,000	4,029,974	0.0%
413419	Oakmont Pumphouse Upgrades	26,622	75,000	75,000	48,378	0.0%
Total Division #7000 Water		5,380,557	11,383,300	11,383,300	6,002,743	0.0%
Division #8000 Wastewater						
Cost Centre #8130 Wastewater Collection						
413420	Wastewater Collection System Level of Ser	31,087	276,000	276,000	244,913	0.0%
413421	Utility Master Plan (Wastewater)	157,999	158,000	158,000	1	0.0%
413422	North Trunk Development Phase 1	0	2,461,400	2,461,400	2,461,400	0.0%
413813	Wastewater Main Replacement	2,228	528,000	528,000	525,773	0.0%
Total Division #8000 Wastewater		191,314	3,423,400	3,423,400	3,232,086	0.0%
Division #8600 Storm						
Cost Centre #8700 Storm Operations						
413423	Storm Water Infrastructure Rehabilitation	79,092	1,050,000	1,050,000	970,909	0.0%
413424	Storm Water Management Level of Service F	130,203	1,680,000	1,680,000	1,549,797	0.0%
413425	Utility Master Plan (Stormwater)	157,999	158,000	158,000	1	0.0%
413426	South Campbell Storm Water Management Fa	53,886	950,000	950,000	896,114	0.0%
413427	Sedimentation and Erosion Control Plan	0	200,000	200,000	200,000	0.0%
Total Division #8600 Storm		421,180	4,038,000	4,038,000	3,616,820	0.0%
	2013 Total Entity #02 Utilities	**5,993,052**	**18,844,700**	**18,844,700**	**12,851,648**	**0.0%**

Appendix 2 (cont'd)

Project Description	Project To Date A	Project Budget B	Project Forecast C	$ Variance fav / (unfav) (B-A)	% Variance
	********** PROJECT TOTAL **********				
2012 & Prior Year Municipal Projects					
Division #7000 Water					
Cost Centre #7100 Water Administration					
412706 My City Application (Tempest Software)	39,671	50,000	50,000	10,330	0.0%
Cost Centre #7130 Water Distribution					
412703 Water Network Level of Service	159,778	525,000	525,000	365,222	0.0%
412704 Water Main Oversizing	0	193,400	193,400	193,400	0.0%
40935A Oakmont Distribution Water Main Phase 1	225,739	220,000	220,000	(5,739)	0.0%
Total Division #7000 Water	425,187	988,400	988,400	563,213	0.0%
Division #8000 Wastewater					
Cost Centre #8100 Wastewater Administration					
412710 Wastewater Collection System Level of Ser	1,914,910	2,000,000	2,000,000	85,090	0.0%
Cost Centre #8110 Wastewater Lift System					
412711 Wastewater Lift Station Rehabilitation	195,776	250,000	250,000	54,224	0.0%
Cost Centre #8130 Wastewater Collection					
412709 Wastewater Main Replacement	496,132	502,000	502,000	5,868	0.0%
412716 North Development Trunk Phase 1	2,250,284	2,403,000	2,403,000	152,716	0.0%
Total Division #8000 Wastewater	4,857,102	5,155,000	5,155,000	297,898	0.0%
Division #8600 Storm					
Cost Centre #8700 Storm Operations					
412712 Stormwater Infrastructure Rehabilitation	810,227	1,000,000	1,000,000	189,773	0.0%
412714 Sedimentation and Erosion Control Plan	1,742,814	2,560,000	2,560,000	817,186	0.0%
41148A Havenwood Pond Reconstruction	817,502	900,000	900,000	82,498	0.0%
41151A Riel Wetland Stormwater Outlet Improvement	753	500,000	500,000	499,247	0.0%
Total Division #8600 Storm	3,371,295	4,960,000	4,960,000	1,588,705	0.0%
Division #9000 Solid Waste Management					
Cost Centre #9100 Solid Waste Management Collection & Disposal					
412715 Riel Park Redevelopment Phase 3 & 4	4,683,953	7,505,000	7,505,000	2,821,047	0.0%
Total Division #9000 Solid Waste Management	4,683,953	7,505,000	7,505,000	2,821,047	0.0%
2012 & Prior Year Total Entity #02 Utilities	**13,337,537**	**18,608,400**	**18,608,400**	**5,270,863**	**0.0%**
2014 Municipal Projects	237,199	20,058,000	20,058,000	19,820,801	0
2013 Municipal Projects	5,993,052	18,844,700	18,844,700	12,851,648	0
2012 & Prior Year Municipal Projects	13,337,537	18,608,400	18,608,400	5,270,863	0
Total Entity #02 Utilities	**19,567,788**	**57,511,100**	**57,511,100**	**37,943,312**	**0.0%**

For More Information:

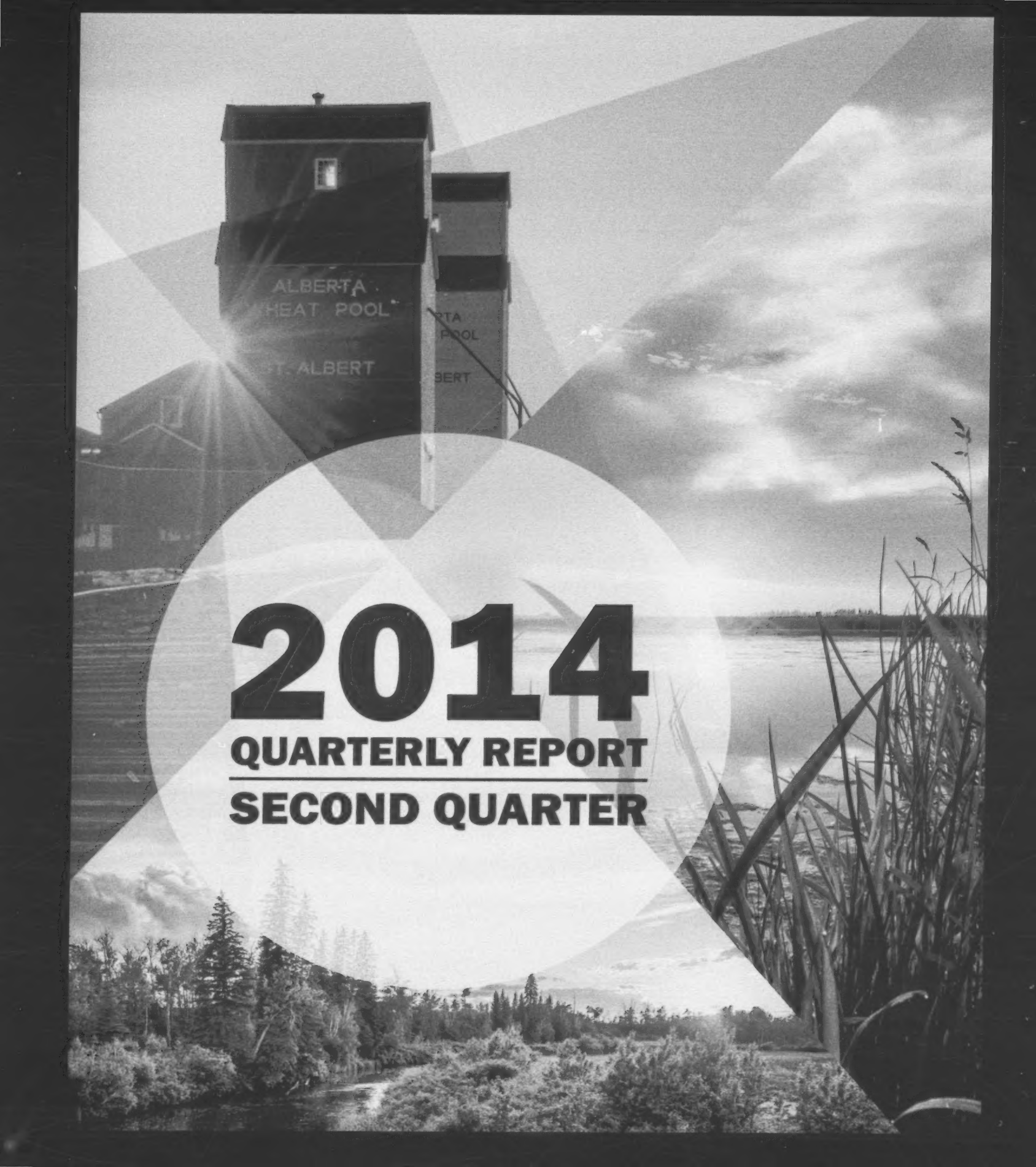
City of St. Albert

5 St. Anne Street

St. Albert, AB T8N 3Z9

Phone: 780-459-1500

www.stalbert.ca



2014

QUARTERLY REPORT

SECOND QUARTER

Council Goals and Priorities and Major Projects Status Update Report
Quarter Two 2014

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
City Manager Office	Employment Lands Plan Framework	**Goal:** Create an attractive environment to do business in St. Albert that results in a diversified tax base. **Priority:** Ensure we have land available for a variety of non-residential uses.	1. Council Outcome - Economic Prosperity													A draft terms of refernece has been developed to guide the project. A Community Engagement Plan is under development to guide the concept development stages. Both documents are planned to be presented to Council for approval in Q4 2014.
Economic Development	Demand Studies	**Goal:** Create an attractive environment to do business in St. Albert that results in a diversified tax base. **Priority:** Develop demand studies for the hotel, entertainment and commercial property industry sectors.	1. Council Outcome - Economic Prosperity													Retail Demand study was provided to targeted retailers and retail marketers. Follow-up calls were undertaken to provide additional information requests. The Hotel Demand Study was completed and implementation plan was developed for immediate distribution to potential investors. The Entertainment Demand Study has been put out to tender. Administration recieved 7 proposals that have beem reviewed and graded. The consultant will be selected by July 10th, 2014.
Economic Development	Business Incubation Strategy	**Goal:** Foster business retention and expansion of local businesses. **Priority**: Work with NABI to further develop the business incubation strategy.	1. Council Outcome - Economic Prosperity													Terms of Reference were developed, presented and approved by Council on June 23, 2014.
Economic Development	Export Alliance	**Goal:** Foster business retention and expansion of local businesses. **Priority:** Promote the Capital Region Export Alliance to expand Economic Development.	1. Council Outcome - Economic Prosperity													A draft Memorandum of Understanding was developed and will be shared with partnering municipalities in Quarter Three. A logo has been developed and will be finalized in collaboration with partners in Quarter Three.
Economic Development	Shop Local Concept	**Goal:** Foster business retention and expansion of local businesses. **Priority:** Help develop, support and promote the concept of Shop Local.	1. Council Outcome - Economic Prosperity													No work took place on this project in Quarter Two. Resources were assigned to other projects with higher priority.
Economic Development	Concerto Economic Development Initiative	**Goal:** Foster business retention and expansion of local businesses. **Priority:** Join the initiative to increase the economic contribution an prosperity of Francophone's within St. Albert and the region.	1. Council Outcome - Economic Prosperity													St. Albert had their Concerto Celebration at the Little White School House on May 23, 2014. Councillor Prefontaine is the St. Albert representative for this initiative.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Engineering Services	Servicing requirements for growth	**Goal:** Create an attractive environment to do business in St. Albert that results in a diversified tax base. **Priority:** Explore front-end servicing of lands for commercial and industrial development.	1. Council Outcome - Economic Prosperity													Intermuncipal servicing study awarded to Urban Systems Ltd. Work has commenced; anticipate planning & update session with members of IAC committee late August 2014
Planning and Development	St. Anne Street Realignment	**Goal:** Encourage a vibrant downtown core. **Priority:** Realign St. Anne Street to provide greater versatility (pedestrian, cyclists, transit and vehicles) and allow for a better relationship with the riverfront.	1. Council Outcome - Economic Prosperity													Functional Alignment and Design Study Request for Proposals was awarded to MacElhanney. Public consultation is being planned with design expected to be completed by December. Construction tender expected January 2015
Planning and Development	Downtown Residential Density	**Goal:** Encourage a vibrant downtown core. **Priority:** Identify opportunities to increase downtown residential density	1. Council Outcome - Economic Prosperity													Projects that will address this goal: Downtown district update in Land Use Bylaw
Recreation and Parks	Events at Servus Place	**Goal:** Promote current and future tourist attractions and events. **Priority:** Explore the feasibility of increasing the number of events held at Servus Place.	1. Council Outcome - Economic Prosperity													Staff are currently exploring opportunities for events in the 2014/2015 season.
City Manager Office	Civic Space Needs	**Goal:** Respond to the needs of a growing community. **Priority:** Address library and other civic space needs.	2. Council Outcome - Historic, Creative and Active Community	Build St. Albert Business Plan												A Corporate Analysis for projected future full time employee needs is underway. This is planned to be complete by December 31, 2014 and will help determine the City's future office space needs.
City Manager Office	Action Plan for expansion of recreational facilities	**Goal:** Respond to the needs of a growing community. **Priority:** Implement an action plan to determine time and population triggers to expand recreational facilities with supporting cost estimates.	2. Council Outcome - Historic, Creative and Active Community	Build St. Albert Business Plan												The project that will encompass this work is the Facility Prioritization Model. The research is underway to deliver this project including, industry benchmarked service levels, projected future needs of public and community service infrastructure, predicted locations, projected population growth, and projected development. Administration is planning to present the draft Model to Council by January 2015.
Cultural Services	Expansion of Grain Elevator Park	**Goal:** Partner with the Arts and heritage Foundation to encourage the retention and preservation of unique physical heritage assets. **Priority:** Become a provincial cultural leader with the expansion of the Grain Elevator Park.	2. Council Outcome - Historic, Creative and Active Community													Date to be determined to have a dialogue session with Council to better understand and clarify expectations of this priority.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Cultural Services	Phase Two Restoration - Cunningham and Hogan Houses; Brosseau Granary	**Goal:** Partner with the Arts and heritage Foundation to encourage the retention and preservation of unique physical heritage assets. **Priority:** Continue with the Phase 2 restoration of the historic Cummingham and Hogan houses at the Heritage Sites.	2. Council Outcome - Historic, Creative and Active Community													Funding for part 1 of the project was approved. Contract has been awarded. Development of conservation plan is underway. Initial restoration work will be completed by the fall 2014. Second part of phase 2 is scheduled for 2015. Contractors are preparing RFP for remediation work and moving of the buildings on the site to prepare for the foundation work.
Cultural Services	Develop 10-Year Capital Plan	**Goal:** Partner with the Arts and heritage Foundation to encourage the retention and preservation of unique physical heritage assets. **Priority:** Develop a 10-year capital plan together with the Arts and Heritage Foundation.	2. Council Outcome - Historic, Creative and Active Community													Alberta Heritage Foundation (AHF) Capital Plan was presented to Council on March 24th. Administration will work with AHF to incorporate their capital plan into the City's 10-Year Capital budget.
Cultural Services	Cultural Walk/Wall of Fame	**Goal:** Nurture St. Albert's future cultural leaders, artists, volunteers and audiences. **Priority:** Establish a cultural walk/wall of fame to recognize individuals or groups who have made a significant contribution to St. Albert's cultural community.	2. Council Outcome - Historic, Creative and Active Community													Administration is preparing a draft policy that will be brought to Council in September 2014.
Cultural Services	Youth Festival	**Goal:** Nurture ST. Albert's future cultural leaders, artists, volunteers and audiences. **Priority:** Help organize the Amplify Youth Festival to support youth exploring the arts.	2. Council Outcome - Historic, Creative and Active Community													In Quarter 2 the Festival was officially launched with a media event, promotion, website unveiling and tickets sales.
Cultural Services	Phase Two - Founder's Walk	**Goal:** Nurture St. Albert's future cultural leaders, artists, volunteers and audiences. **Priority:** Continue with Phase 2 of the Founder's Walk.	2. Council Outcome - Historic, Creative and Active Community													Site walkthrough has been completed and 2014 project design has begun. Work is continuing with the committee to finalize the number and location of interpretive signs features and points of interest.
Recreation and Parks	Grosvenor Pool	**Goal:** Respond to the needs of a growing community. **Priority:** Explore opportunities to increase the usage of Grosvenor Pool.	2. Council Outcome - Historic, Creative and Active Community	http://www.stalbert.ca/grosvenor-outdoor-pool												A "Summer Splash Pass" was put in place for Grosvenor Outdoor Pool for the 2014 season. Response to the pass has been minimal with 38 passes sold as of July. An analysis of the Grosvenor Outdoor Pool operating model is currently underway with a report to be slotted to Council in Q4 2014.
Recreation and Parks	Low-fee and no-fee recreation activities	**Goal:** Ensure that all residents are able to access a broad spectrum of recreational activities. **Priority:** Ensure the availability of low-fee and no-fee recreational activities.	2. Council Outcome - Historic, Creative and Active Community													No update for Quarter Two.
Recreation and Parks	Additional Family Day event	**Goal:** Ensure that all residents are able to access a broad spectrum of recreational activities. **Priority:** Fund an additional signature event for the community on each Family Day statutory holiday.	2. Council Outcome - Historic, Creative and Active Community	http://www.stalbert.ca/family-day-unplugged												Administration was able to engage the St. Albert Fire Union to take on the organizing of the Family Day community celebration in 2014.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Engineering Services	LED Street Light Pilot Project	**Goal:** Promote sustainable urban development. **Priority**: Pilot light emitting diodes (LED) streetlights to improve energy efficiency within the community.	3. Council Outcome - Green Community													Administration is awaiting cost quotations from Fortis Alberta Inc. to potentially retrofit existing streetlamps to Light Emitting Diode type fixtures/bulbs within a neighborhood roadway in Northridge and Downtown.
Engineering Services	Noise Attenuation Policy Development	**Goal**: Reduce the release of pollutants into the air, land and water. **Priority:** Complete a review of the noise attenuation policy and standards for community rail and arterial roads.	3. Council Outcome - Green Community													Request for proposals complete and will be issued Q3 2014
Engineering Services	Whistle cessation	**Goal:** Reduce the release of pollutants into the air, land and water. **Priority**: Assess opportunities for whistle cessation to reduce noise pollution within the community.	3. Council Outcome - Green Community													Construction completed for two at-grade crossings. Application to grant funding program for funding for remaining crossing has been submitted. If funding is approved work would be done in 2015-2016. In the interim Administration will continue to discuss fencing requirements with CN.
Environment and Sustainability	State of the Sturgeon River Watershed Report	**Goal:** Protect and maintain the Sturgeon River watershed. **Priority:** Work with the region on a watershed plan. Following recommendation from the report, the purpose of this project is to establish an inter-municipal taskforce/technical committee to harmonize inter-municipal plans, bylaws and policies related to watershed management issues.	3. Council Outcome - Green Community	Sturgeon River Watershed												The Sturgeon River Watershed Alliance (SRWA) terms of reference for the Steering Committee (elected officials) was approved by Council on June 23. The Steering Committee has requested a tour of the watershed and the Technical Advisory Committee is planning this for the end of August. The Technical Advisory Committee is also working on a list of priority projects for the SRWA to undertake in the next 1 - 3 years. The next meeting of both Committees is to be held in September
Environment and Sustainability	Environmental Monitoring and Remediation - Former Public Works Yard at 7 Riel Drive	**Goal:** Strive to become a leader in environmental stewardship. **Priority:** Implement the former Public Works yard remediation program to remove salt contaminated soil and reduce environmental risk to the Sturgeon River.	3. Council Outcome - Green Community													The funding for the remediation project for the removal of approximately 2,000 cubic meters of salt contaminated soils at the former public works site was approved by Council in 2012. The tender documents for the project have been drafted and were planned to be released in Quarter Two with project completion by Quarter Four. The City is experiencing difficulties in obtaining an access agreement from the property owners. If this agreement is not completed by the end of July the project will need to be delayed until 2015.
Environment and Sustainability	Water Conservation Bylaw	**Goal:** Promote sustainable urban development. **Priority:** Develop a Water Conservation Bylaw. New residential or commercial development or major renovations will require a permit to install low-flow water fixtures in an attempt to meet City's target for reducing water consumption.	3. Council Outcome - Green Community													Administration presented background information on the development of a Water Conservation Bylaw to Council in 2013 and is committed to drafting a bylaw for their consideration by July 1, 2014. Administration with input from the Legal department and the Environmental Advisory Committee recommended that a Water Conservation Bylaw not be pursued at the June 23 Council meeting. The research indicated that there would not be a significant water usage decrease by requiring new developments to install low flow fixtures or place restrictions on outdoor watering. Council did not approve the recommendation and instead directed Administration to develop a Water Conservation Bylaw including low flow fixtures and outdoor water usage by Q1 2015.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Environment and Sustainability	Environmental Master Plan Five-year Update	**Goal:** Strive to become a leader in environmental stewardship. **Priority:** Complete the Environmental Master Plan update and related policy. The Environmental Master Plan is the basis for future environmental plans and initiatives that contribute to attaining the City's environmental goals and improving its overall environmental performance.	3. Council Outcome - Green Community	Environmental Master Plan												The updated Environmental Master Plan was presented to Council on March 24 for comment and will be brought back for Council approval on May 5.
Environment and Sustainability	Air Quality Monitoring Station	**Goal:** Reduce the release of pollutants into the air, land and water. **Priority:** Install the air quality monitoring station to provide long-term baseline information on the city's air quality.	3. Council Outcome - Green Community	Air Quality Monitoring												A public engagement program was undertaken to gather resident input on the preferred location for the air quality monitoring station. Three locations were recommended that meet the minimum requirements of Alberta Environment and Sustainability Resource Development - Fountain Park, Larose Park and Salisbury Park. Public Engagemen included information placed on the website, CityLights, social media, letters sent to residents within 100 metres of the three proposed locations and two open houses. Residents were encouraged to complete a short survey on their preferred location for the station. The open houses attracted 21 attendees and the total number of residents who completed the survey was also 21. Based on the survey results and specific comments for each location Administration recommended the Salisbury Park location. Council approved this recommendation at the July 14 Council meeting. Administration will now proceed with completing an agreement with Alberta Environment and Sustainable Resource Development and complete the development process. The air quality monitoring station is anticipated to be constructed in 2015.
Environment and Sustainability	Green Gas Local Action Plan	**Goal:** Reduce the release of pollutants into the air, land and water. **Priority:** Complete the Greenhouse Gas Local Action Plan to assist in reducing energy consumption and greenhouse gas (GHG) emission for the City, its residents and businesses.	3. Council Outcome - Green Community	Greenhouse Gas Emissions												No update for Quarter One. Work in 2014 will focus on the recommendations related to energy measurement and benchmarking for major City facilities and the development of a policy related to new City facilities. The full recommendations of the Action Plan will be incorporated into the 2014 update of the Environmental Master Plan in Quarter One.
Environment and Sustainability	Green Energy Generation	**Goal:** Strive to become a leader in environmental stewardship. **Priority:** Support green energy generation (e.g. solar and/or geo thermal).	3. Council Outcome - Green Community	Greenhouse Gas Emissions												No update for Quarter Two.
Environment and Sustainability	Natural Areas Assessment Plan	**Goal:** Preserve and manage trees, parks and natural areas. **Priority:** Implement the Natural Areas Assessment Plan and develop natural areas policy.	3. Council Outcome - Green Community													The Natural Areas Assessment and Prioritization project was carried over from 2013 due to emerging issues which could potentially change the scope of the study. Administration will be reassessing the project and presenting potential scope changes to Council in Quarter Three.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Environment and Sustainability	Sedimentation and Erosion Control Plan	**Goal:** Protect and maintain the Sturgeon River watershed. **Priority:** Complete the Sedimentation and Erosion Control Plan to reduce the accumulation of sediments in the Sturgeon River. The 10-year Capital Plan identifies eight high priority outfall locations for retrofits to control sediment entering the Sturgeon River. Two outfalls have been completed since 2010. In 2015, the project will be reassessed and updates to timelines and budget will be recommended, if necessary.	3. Council Outcome - Green Community													Outfall #7 was tendered and construction is planned for July 21 to Oct. 1, 2014. 2015 is a planned review of the entire program and update for Council
Public Works	Organic waste collection at City owned facilities	**Goal:** Strive to become a leader in environmental stewardship. **Priority:** Coordinate organic waste collection at City owned facilities.	3. Council Outcome - Green Community													Organic collection service to City facilities are now included in the new organic collection contract (June 2014). Public Works will be working with the contractor (Ever Green) to introduce organic services to all buildings by Q4.
Public Works	Organic collection expansion	**Goal:** Reduce solid waste generation. **Priority:** Expand the organic collections program, offer to include St. Albert elementary schools and identify other viable opportunities for enrollment.	3. Council Outcome - Green Community													Program was approved through the 2014 budget. City staff have contacted the three school boards and have begun discussing program delivery and initiation in September 2014.
Public Works	Commercial Recycling Program	**Goal:** reduce solid waste generation. **Priority:** Support local businesses to develop commercial recycling programs.	3. Council Outcome - Green Community													No update for Quarter Two. City staff will provide assistance and alternatives to help businesses acquire and partake in recycling options for their business needs.
Public Works	Natural control options for mosquitoes	**Goal:** Preserve and manage trees, parks and natural areas. **Priority:** Research natural control options for mosquitoes.	3. Council Outcome - Green Community													This is a pilot program for attracting bat population as a natural way to reduce mosquitoes. Bat house communication and structures were completed as part of Public Works Day. Many residents signed on for the monitoring program offered. Staff will monitor bat houses over the summer. Summary of funding and report will be completed in Quarter Four.
Public Works	Urban Forestry Management Policy	**Goal:** Preserve and manage trees, parks and natural areas. **Priority:** Develop an urban forest policy and natural areas policy. The policy will govern the care and management of the City's Urban Forest that consists of a beautiful, healthy, and diverse tree population.	3. Council Outcome - Green Community													A Draft Policy was presented to Council June 16th; Council directed Administration to seek review and input from the Environmental Advisory Committee and report back to Council by end of Quarter Four 2014.
Recreation and Parks	Community Tree planting activity	**Goal:** Preserve and manage trees, parks and natural areas. **Priority:** Continue to coordinate the community tree planting activity to coincide with Arbor Day celebrations.	3. Council Outcome - Green Community	http://www.stalbert.ca/pweventsprograms												Arbor Day activities were held on May 28. Approximatley 530 grade one students from St. Albert planted approx 530 trees in Willougby Park. Activites included tree planting, eductional sessions on trees, birds of prey and nature, nature games, etc.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

					Timing											
					2014				2015				2016	2017		
Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4			Status*	Quarter Two Status Update
Community and Protective Services Administration	Continuous Improvement Project 2014 Public Communication, Consultation and Engagement	**Goal:** Engage the community to incorporate resident input and improve decision making. **Priority:** Review, assess and implement public engagement online tools for the City. **Priority:** Explore opportunities to more effectively utilize social media to engage and communicate with residents. Priority: Create more opportunities for more youth to provide input on the direction of the community.	4. Council Outcome - Excellence in Government													Advanced the establishment of a "Resident Panel" to allow for more effective and timely community polling in a representative fashion. Corporate Planning is getting ready to launch the online resident Budget Tool. Work also took place on enhancing Web-Based "Push" program to allow for more direct distribution of information based on a subscription or sign up basis. Administration has been exploring improved means to engage youth, trying to better understand how to improve engagement and what youth are wanting to be engaged on.
Economic Development	Continuous Improvement Project 2014 Development Application Process Review	**Goal:** Strive to become a leader in analytics to enhance decision making. **Priority:** Support the Continuous Improvement Program to identify internal efficiencies. The purpose of this project is to review Planning & Development processes to make them easier for the public, developers and Council to understand, and to identify any opportunities for improving efficiencies.	4. Council Outcome - Excellence in Government													Development process has been mapped and timelines have been attatched to each step of the process. The team is close to finalizing a survey that will be sent to development community to gather their opinions in regards to service levels, timelines and satisfaction.
Financial Services	Utility Policies	**Goal:** Maintain fiscal responsibility and transparency. **Priority:** Review City's utility policies	4. Council Outcome - Excellence in Government													Utility guiding principles and proposed rate model approved at June Standing Committe of Finance meeting. New Utility Fiscal Policy and utility rates to be developed and approved in 3rd quarter.
Financial Services	Fiscal Responsibility and Accountability	**Goal:** Maintain fiscal responsibility and transparency. **Priority:** Explore options to increase fiscal responsibility and accountability within government.	4. Council Outcome - Excellence in Government													A needs assessment to be completed by the City on the current financial software system (Agresso) and determine next steps. Possible upgrade of the current financial management system or a new system to be completed by 2016.
Human Resources	Whistleblower Policy	**Goal:** Maintain the City of St. Albert as an employer of choice. **Priority:** Evaluate whistleblower policies similar to those of Edmonton.	4. Council Outcome - Excellence in Government													This project was postponed to 2015 due to workload capacity.
Human Resources	Inclusive Hiring Policy	**Goal:** Maintain the city of St. Albert as an employer of choice. **Priority:** Develop an inclusive hiring policy for the City	4. Council Outcome - Excellence in Government													On February 3, 2014 Council made a motion requesting Administration prepare an Inclusive Hiring Policy for Council's review on July 7, 2014. Administration has prepared guiding principles for Council's review on May 20, 2014.
Human Resources	Talent Management Strategy	**Goal:** Maintain the City of St. Albert as an employer of choice. **Priority:** Develop an employee attraction and retention plan for the City	4. Council Outcome - Excellence in Government													Administration will develop a comprehensive strategy to ensure that employee recruitment, retention and programs support Council's Goals and Priorities in a fiscally responsible manner. This project will be initiated upon hiring of a new Director of Human Resources.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

					Timing											
					2014				2015				2016	2017		
Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4			Status*	Quarter Two Status Update
Planning and Development	CRB Growth Plan Update	**Goal:** Develop strong working relationships with Sturgeon County and other regional partners. **Priority:** Actively participate in the Capital Region Board (CRB) Growth Plan update.	4. Council Outcome - Excellence in Government													Staff have aided in the drafting of the terms of reference for the update and are actively engaged with the Technical Advisory Committee advising the plan update task force at the CRB.
Recreation and Parks	Implement revised Animal Bylaw	**Goal:** Engage the community to incorporate resident input and improve decision making. **Priority:** Develop a plan to support the implementation of the revised Animal Bylaw that includes an estimate of costs, location of proposed parks, success criteria, metrics and resident input.	4. Council Outcome - Excellence in Government	http://www.stalbert.ca/new-animal-bylaw												Off Leash Sites have been determined and communicated to Council and residents through News Release and on the City's website. The city will have 18 Off-Leash sites when the Bylaw becomes effective in September 2014. More information is available at the City of St. Albert website.
Strategic Services	City Performance Measurement Policy	**Goal:** Strive to become a leader in analytics to enhance decision making. **Priority:** Develop a City performance measurement policy to support the development of key measurable performance goals for each City department and division.	4. Council Outcome - Excellence in Government													A policy will be developed that informs the alignment and development of performance indicators and measures to enhance decision making within the City. A detailed project plan outlining the approach, estimated timelines and overview of deliverables has been developed. The project has started and is currently in the research phase. It is anticipated that a draft of this initial policy could be completed the end of Q1 2015.
Strategic Services	Continuous Improvement Program	**Goal:** Strive to become a leader in analytics to enhance decision making. **Priority:** Support Continuous Improvement Program to identify internal efficiencies.	4. Council Outcome - Excellence in Government													The following three projects have been identified as part of the Continuous Improvement Program for 2014: Development Application Process Review Public Communication Consultation and Engagement Service Levels Benchmarking (2014 and 2015) In quarter two, an update meeting was held with all project teams. The status update for individual projects is included in this report for each project on this list.
Strategic Services	Community Sustainability Plan	**Goal:** Engage the community to incorporate resident input and improve decision making. **Priority:** Develop a Community Sustainability Plan and related policies to engage the public in better defining a long-term vision for the community.	4. Council Outcome - Excellence in Government													The Community Sustainability Project 'Cultivating Our Future' completed several milestones in Quarter Two. The Community Sustainability Committee including two members of Council and five members of the public meet for their first monthly meeting in May. The Committee has been working with Administration and consultants on developing and implementing the public engagement plan including input into the project plan for public engagement, input into the survey questions for the first phase, comments on the proposed graphic themes and participating in public engagement capacity building exercises. The first phase of the public engagement will be completed in September and the Committee will be taking the input from residents and distilling it into a draft vision, values and key themes/pillars. Phase 2 of the public engagement will taking these draft statement back to the public for their comments. The final report will be presented to Council for approval in Q1 2015.
Strategic Services	Memorandum of Understanding with Sturgeon County on the PGA lands	**Goal:** Develop strong working relationships with Sturgeon County and other regional partners. **Priority:** Develop a Memorandum of Understanding (MOU) with Sturgeon County.	4. Council Outcome - Excellence in Government													On March 3, 2014 Council directed Administration to provide a comprehensive review of a proposed Memorandum Of Understanding (MOU). The MOU has been referred to the Intermunicipal Affairs Committee for review, and a final version is expected back to Council in Q3.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
City Manager Office	Continuous Improvement Project 2014 Service Levels Benchmarking	**Goal:** Improve existing community assets and services. **Priority:** Review service levels versus comparator municipalities. Goal: Strive to become a leader in analytics to enhance decision making. Priority: Support Continuous Improvement Program to identify internal efficiencies. Year 1 objective is to develop an inventory of external services, service levels and benchmarked service levels with progress report to Council by Quarter Four of 2014. Year 2 project plan and objectives will be based on the findings from year 1.	5. Council Outcome - Sustainable Infrastructure and Services													The project has six benchmark communities that have signed on for this project and on July 7th a dedicated Strategic Research Analyst started. Over the third quarter Administration will beginning the process of inventorying external service levels and working with benchmark municipalities to gather their data.
Engineering Services	Advocacy plan for Ray Gibbon Drive	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Develop an advocacy plan for the twinning of Ray Gibbon Drive.	5. Council Outcome - Sustainable Infrastructure and Services													Project will start in Quarter Four 2014.
Engineering Services	Transportation Master Plan	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Update the Transportation Master Plan to identify a transportation policy framework for the City and establish priorities for the City's investment in transportation and infrastructure for the future.	5. Council Outcome - Sustainable Infrastructure and Services													Request For Proposals awarded to Associated Engineering. Work has commenced and significant consultation will be completed over next year
Engineering Services	St. Albert Trail Corridor Safety review	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Complete the St. Albert Trail and Boudreau Road corridor safety review to address prevailing safety issues.	5. Council Outcome - Sustainable Infrastructure and Services													Engineering was able to issue request for proposals in Q2. Contract award report currently being completed and work is anticipated to commence Q3 2014
Engineering Services	St. Albert Trail Pedestrian Sidewalk Upgrades	**Goal:** Enhance St. Albert Trail. **Priority:** Continue to construct sidewalks along the St. Albert Trail.	5. Council Outcome - Sustainable Infrastructure and Services													Additional para ramps will be added along St. Albert Trail in 2014. The scope of work will be finalized pending receipt of bids. Project Charter was submitted for 2015 budget consideration. Sidewalks surplus funds ($?) will begin to adress this ins 2014
Engineering Services	St. Albert Trail Median and Boulevard Enhancement	**Goal:** Enhance St. Albert Trail. **Priority:** Enhance the St. Albert Trail Median and Boulevards.	5. Council Outcome - Sustainable Infrastructure and Services													Design work is ongoing. Construction began July 7, 2014 Project Charter was submitted for 2015 budget consideration.
Planning and Development	Land Use Bylaw Review and Update	**Goal:** Encourage innovative and progressive development. **Priority:** Review the Land Use Bylaw	5. Council Outcome - Sustainable Infrastructure and Services													No work took place on this project in Quarter One due to current resourcing and workload issues. Administration will be submitting a business case to begin this work in 2015 for consideration in the upcoming budget deliberations

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Public Works	Service Standard Policy for Benches, Bus Stops and Garbage Cans.	**Goal:** Improve existing community assets and services. **Priority:** Develop a service standards policy for benches, bus stops and garbage cans.	5. Council Outcome - Sustainable Infrastructure and Services												●	Some Administrative procedures are already in place. The Policy will be developed in 2015.
Public Works	Frequency of waste collection services	**Goal:** Improve existing community assets and services. **Priority:** Examine the frequency of waste collection services.	5. Council Outcome - Sustainable Infrastructure and Services												●	Tender released May 2014 for waste collection options and the results were presented to Council June 16th. Council approved to retain existing residential waste programs services, however requested costs of weekly waste collection via information request.
Strategic Services	SMART City Master Plan Development and Alliance	**Goal:** Encourage innovative and progressive development. **Priority**: Support the Smart City Master Plan and Alliance to foster increased efficiencies and capacity through serving as a living lab for innovative and cutting-edge municipal technology solutions.	5. Council Outcome - Sustainable Infrastructure and Services												●	The Alberta Smart City Alliance was officially formed on April 22, 2014, and the Smart City Master Plan Steering Committee was launched April 2014. The next phases, including detailed committee reviews, public consultations, and strategy development will continue through 2014 and 2015, with final Council consideration in Q4 2015.
Transit Services	LRT Functional Alignment Study	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Complete the Light Rail Transit (LRT) functional alignment study. A study for the extension of Edmonton's LRT into and through St. Albert.	5. Council Outcome - Sustainable Infrastructure and Services												●	Stage 1 work continued with two public meetings in June 2014 with a recommendation to Council of a preferred corridor expected in Quarter Four. Stage 2 will define a recommended LRT alignment within the corridor, by September 2015.
Transit Services	Park and Ride Transit Centre Land Agreement	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Develop a park and ride location and plan. Develop a lease agreement with the City of Edmonton and the province of Alberta for lands within the Transportation Utility Corridor.	5. Council Outcome - Sustainable Infrastructure and Services												●	Administration is continuing coordination with the City of Edmonton and the Province of Alberta on a lease/sublease arrangement for the land at the chosen site.
Transit Services	Park & Ride Transit Centre Project	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Develop a park and ride location and plan. Provision of park and ride facility on surplus Transportation Utility corridor lands for St. Albert Transit users aiming to increase ridership.	5. Council Outcome - Sustainable Infrastructure and Services												●	Geotechnical work has been carried out. Updated costs are scheduled to be provided to Council in Quarter Four prior to budget. Construction budget for the project was moved to the 2015 budget year.
Transit Services	Growth Areas For Transit Service	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Support growth-area transit service to higher density residential areas.	5. Council Outcome - Sustainable Infrastructure and Services												●	A business case was developed to provide services to growth areas for 2015. Design for service extension/restructure for Erin Ridge North commercial and multifamily areas was completed for Quarter Three implementation.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Transit Services	CRB Transit Governance Review	**Goal:** Maintain a safe and efficient transportation network. **Priority:** Participate in the Regional transit Commission Assessment. Business Case analysis for creating a Capital Region Transit Commission is being completed by the CRB, Transit Committee.	5. Council Outcome - Sustainable Infrastructure and Services													Administration commented on the draft findings from the consultant in Quarter Four 2013 and is awaiting a presentation to the Capital Region Board by the consultant in Quarter Two 2014.
City Manager Office	Expansion of North Ridge Lodge	**Goal:** Encourage the development of an inclusive community that is age friendly. **Priority:** Advocate for expansion of North Ridge Lodge	6. Council Outcome - Safe, Healthy and Inclusive Community													This project is linked to the Land Strategy. The options will be developed by Janaury 2015 and presented to Council as part of the Facility Prioritization Model.
City Manager Office	Options for New Facility	**Goal:** Encourage the development of an inclusive community that is age friendly. **Priority:** Identify options for another facility similar to Chateau Mission Court.	6. Council Outcome - Safe, Healthy and Inclusive Community	Build St. Albert Business Plan												This project is linked to the Land Strategy. The ptions will be developed by Janaury 2015 and presented to Council as part of the Facility Prioritization Model.
City Manager Office	50+ Club Building	**Goal:** Encourage the development of an inclusive community that is age friendly. **Priority:** Rehabilitate and expand the program space in the 50+ Club building	6. Council Outcome - Safe, Healthy and Inclusive Community	Capital Project Charter CM-002												ATB Architecture has conducted the assessment of the existing building as the first step in the development of the functional plan, which is anticipated to be completed by Quarter Three 2014. Completion of the project is planned for June 2015.
Community and Protective Services Administration	Community groups service delivery capacity	**Goal:** Foster a sense of community and connectedness. **Priority:** Support the capacity for service delivery by community groups.	6. Council Outcome - Safe, Healthy and Inclusive Community													Date to be determined to have a dialogue session with Council to better understand and clarify expectations of this priority.
Economic Development	Physician Attraction	**Goal:** Encourage the development of an inclusive community that is age friendly. **Priority:** Continue to support a physician attraction program.	6. Council Outcome - Safe, Healthy and Inclusive Community													Administration was in contact with the medical clinic that is opening on the east side of St. Albert Trail, to provide necessary information and support. A doctor has begun the process of opening a clinic at the old "Rink" restaurant site and has been provided with information to open another practice in St. Albert.
Engineering Services	Safe Journeys to School	**Goal:** Ensure all residents live in a safe community. **Priority:** Develop a Safe Journey to School program. The project will provide a comprehensive review of various activities, infrastructure, and measures that address an overall community approach to enhance student travel safety.	6. Council Outcome - Safe, Healthy and Inclusive Community													TranSafe Consulting Ltd. was selected as the Project Consultant and have commenced initiative components including the first meeting with the Joint Public Steering Committee on May 15th, a Safety Countermeasures Workshop with City Administration, Public Open Houses and Engineering Reviews at several schools, one Teacher /Parent Focus Group Session and an On-line Public Engagement Tool. Remaining Open Houses, Focus Groups, Engineering Reviews and Classroom activity sessions will be completed in Quarter Three 2014 with Project Reporting to conclude the initiative in Quarter Four 2014.
Family and Community Support Services	Support for Youth	**Goal:** Encourage the development of an inclusive community that is age friendly. **Priority:** Identify supports for youth.	6. Council Outcome - Safe, Healthy and Inclusive Community	Social Master Plan												Date to be determined to have a dialogue session with Council to better understand and clarify expectations of this priority.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Family and Community Support Services	Provision of Social Support	**Goal:** Foster a sense of community and connectedness. **Priority:** Advocate for the provision of appropriate social supports including funding.	6. Council Outcome - Safe, Healthy and Inclusive Community	Social Master Plan												Provincial advocacy initiative FCSSAA is ongoing to increase provincial funding efforts. Temporary Residential Services Committee is applying for grant with the Alberta Rural Development Network.
Family and Community Support Services	Social Master Plan Implementation	**Goal:** Foster a sense of community and connectedness. **Priority:** Support Implementation of the Social Master Plan	6. Council Outcome - Safe, Healthy and Inclusive Community	Social Master Plan												Social policy development and specific actions/implementation strategies are ongoing. Social Master Plan (SMP) inventory of current programs, resources and initiatives is being finalized. An 18 month SMP Communications Plan is currently being developed. Concurrently, an SMP reporting framework and report card is being set up.
Family and Community Support Services	Neighbourhood Development	**Goal:** Host neighbourhood development on a larger scale than block parties. **Priority:** Host neighbourhood development on a larger scale than block parties.	6. Council Outcome - Safe, Healthy and Inclusive Community	Social Master Plan												Date to be determined to have a dialogue session with Council to better understand and clarify expectations of this priority.
Fire Services	City's Emergency Plans	**Goal:** Ensure all residents live in a safe community. **Priority:** Further develop and implement the City's emergency plans.	6. Council Outcome - Safe, Healthy and Inclusive Community													Work on the activities outined in the three year work plan commenced as of May 5th. A few of the public information documents have been revised and work is underway to refresh the Emergency Response Plan.
Planning and Development	Entry Level Housing	**Goal:** Support the development of a range of housing options. **Priority:** Explore options to encourage the development of entry-level housing.	6. Council Outcome - Safe, Healthy and Inclusive Community													Projects that will address this goal: Housing Priorities Report Multifamily infill report provided to Council Quarter One 2014
Planning and Development	Affordable Housing Funding	**Goal:** Support the development of a range of housing options. **Priority:** Advocate for affordable housing funding	6. Council Outcome - Safe, Healthy and Inclusive Community													Projects that will address this goal: Housing priorities Report
Planning and Development	Multifamily infill in established neighbourhoods	**Goal:** Support the development of a range of housing options. **Priority:** Explore the potential for higher density in-fill development in older neighbourhoods.	6. Council Outcome - Safe, Healthy and Inclusive Community													Projects that will address this goal: Housing Priorities Report Multifamily infill report provided to Council Quarter One 2014 Background report for Land Use Bylaw
Cultural Services	Chevigny House Restoration	Complete necessary repairs to stabilize the property.	Capital Project													Phase 1 - complete. Phase 2 - underway (roof and windows) Phase 3 - approved in 2014 Capital Budget. Siding and final window restoration or replacement. Completion is expected by the end of 2014. Quarter 2, work is continuing with stabilization and restoration of the windows and doors.
Cultural Services	Community Consultation-Potential Performing Arts Centre	Provide advice and consultation to the community regarding the development of a new performing arts centre.	Capital Project													No update for Quarter Two.
Cultural Services	SAP Wayfinding & Signage	SAP Interior wayfinding and entrance augmentation to improve public wayfinding and communication displays.	Capital Project													Initial meetings with IT department and facilities took place to discuss possible solutions. A digitial kiosk and map was selected as the best way to move forward with the project. Research has begun into costing and suppliers.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Engineering Services	Riel Park Redevelopment	Completion of the final phases of the Riel Park land fill remediation and redevelopment plan including the reconstruction of the soccer and rugby fields.	Capital Project													Construction was completed in 2013. Irrigation training with rugby/soccer July 7. All fields except rugby 3 & 4 will be ready August 2014
Legal Services	Facility Safety and Security	Draft Administrative Policy and facilitate safety and security initiatives including enhanced facility access controls, staff training and internal/external communication measures.	Capital Project													An initial draft of Patron Code of Conduct was reviewed by senior Leadership Team. St. Albert Place safety and security measure analysis/recommendations expected in summer of 2014. Planning and Engineering entranceway renovations potentially proceeding in fall, though plans are not yet complete.
Public Works	Regulatory Signage Program	Acquire data for the accurate inventory of the City's regulatory signs to develop a maintenance plan to ensure the City maintains compliance with regulatory requirements.	Capital Project													Finalizing data acquisition. Maintenance plan development will be completed by Quarter Three.
Public Works	Subdivision Signage Refurbishment	Repair and rehabilitation of the City's subdivision entry signs and features that will beautify subdivision entryways and integrate botanical City branding where possible.	Capital Project													Construction has began.
Public Works	Energy Efficiency Program	Various initiatives for the reduction of energy consumption throughout the City's facilities.	Capital Project													Preliminary procurement work was completed in Quarter One. Construction will start in Quarter Three.
Public Works	Wastewater Household Service Rehabilitation Program	Rehabilitation of wastewater service lines in conjunction with City residents. The program gives residents the opportunity to rehab their service connection with some cost savings by partnering with the City.	Capital Project													The program is in progress and expected to carry on into Quarter Four.
Public Works	Water System Infrastructure Rehab	Lifecycle replacement and rehabilitation of water infrastructure such as fire hydrants and water main valves.	Capital Project													The program is approximately 50% complete. The remainder of the program is scheduled for completion mid Quarter Three.
Public Works	Update Hansen Software	Upgrade to new web based technology to create a number of efficiencies and prospects for additional usage within the PW department.	Capital Project													Project is nearing completion, data transfer to new software is scheduled in QuarterThree.
Recreation and Parks	Campbell Dog Friendly Park	A capital project has been approved to design and construct a second city wide dog friendly park within the Campbell dry storm pond to the east of Servus Place.	Capital Project	http://www.stalbert.ca/campbell-dog-park												Design options being reviewed. Construction expected to be completed in 2014.
Recreation and Parks	Erin Ridge Trail	Design, public consultation and construction of the continuation of the multi use trail system within the Erin Ridge subdivision.	Capital Project	http://www.stalbert.ca/erin-ridge-trails												Trail construction has begun and the project is expected to be completed by September 2014

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Recreation and Parks	North Ridge Park	As per Area Structure Plan, the park will be developed to include sport fields, trails and park amenities.	Capital Project													Trail work required by developer has been completed. Open house for additonal amenities and parks planning has been scheduled with residents in September 2014.
Recreation and Parks	City Sports field Rehabilitation Program	The purpose of the project is to address the maintenance requirements of the City's sports fields.	Capital Project													Project has been postponed. Consultation with the school board will continue in 2014.
Recreation and Parks	City Parks Infrastructure Replacement Program	The purpose of this project is to upgrade and replace parks infrastructure.	Capital Project													Tender completed and contract awarded. All work to be completed by September 2014.
Recreation and Parks	Woodlands Water Play Park Locker Room Rehabilitation	This project includes the replacement of locker room fixtures in order to rehabilitate the facility to its designed standard and ensure a safe, well maintained facility for the public.	Capital Project	http://www.stalbert.ca/woodlands-water-play-park												Work has been completed and the Woodlands Water Play Park is in operations. Minor deficiencies have been identified and will be complete after the 2014 season.
Recreation and Parks	Lacombe Park Master Plan	Development of a Plan that will address the undeveloped municipal reserve land in the Lacombe Park neighbourhood. The Plan will guide the development of parks, trails and recreation amenities.	Capital Project													Conceptual Plans are currently in development. Internal stakeholder consultation and public open house complete. Draft Plan anticipated to be complete August 2014.
Recreation and Parks	Lois Hole Provincial Park	Liaison with Alberta Tourism to ensure City departments are informed of any capital projects at Lois Hole park to ensure appropriate review and permits are obtained in addition to exploring possible partnership opportunities.	Capital Project	http://www.stalbert.ca/big-lake												The Province is building an access road and parking to the area housing their shelter and washroom at Lois Hole Provincial Park. Currently exploring the access and parking options as well as service agreements for any required maintenance.
Recreation and Parks	Parks and Open Space Guidelines	Update the 1994 Parks & Open Space Guidelines document to align with current and future vision of Parks and Open Spaces in the City of St. Albert	Capital Project													This project will begin in Q3 2014.
Recreation and Parks	Rotary Park	To partner with the Rotary Club to develop a City park within Riel Recreation Park.	Capital Project													Park construction complete with the park open to the public on June 9. Formal opening celebration to be planned for September 2014.
Cultural Services	Cultural Services Consolidated Electronic Program Guide	Develop consolidated Cultural Services Program Guide to highlight the cultural programs offered.	Continuous Improvement													Full program listings have been gathered together. All program registrations have been placed in CLASS system. Next step is consolidation into online program.
Engineering Services	Capital Project Management Policy Update	Update the policy to reflect changes to public sector accounting standards, best practices in project management processes and changes to the City's organizational structure.	Continuous Improvement													The project is delayed due to workload. Scheduled for commencement in Quarter 3.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Family and Community Support Services	Community Plans and Social Policies	Determine the need for additional community plans and social policies.	Continuous Improvement	Social Master Plan												City Council Policy - Social Development document draft completed and will be presented to Council in Q3. Council Policy - FCSS Operating Grant policy draft document is in progress.
Financial Services	Utility E-Billing	To improve customer service, the purpose of this project is to implement e-billing to replace paper bills to mitigate loss in mails of billing and to improve operational efficiencies and costs.	Continuous Improvement													At the end of June, 2,685 city accounts are on e-billing and My City. This is an increase from November 2013 of 153 accounts, which is 13% of the 20% target for 2014.
Financial Services	E-Purchasing Cards	Implement e-purchasing card to streamline the payment process and tighten controls in expenditures.	Continuous Improvement													Bank of Montreal web portal has been set up and a pilot group will begin testing in July 2014. Full rollout to City expected for 4th quarter.
Financial Services	E-Metering	Implement reading of water meters electronically to allow online access to water consumption data. It will also assist with detecting leakage in a timely basis and provide support to consumers in monitoring/reducing water consumption.	Continuous Improvement													An RFP to be issued in the 3rd quarter for the detailed design for a network to support the collection of water meter readings from "gateways" throughout the City. The design will incorporate requiremnets for other utility needs and will ensure integration with other City infrastructure, such as traffic signals, IT and Smart City initiatives.
Financial Services	Electronic Funds Transfer	Promoting and working with vendors/employees to make payments through EFTs, enhancing operational efficiency, timely bank reconciliation and tighter internal controls for vendor payments.	Continuous Improvement													As of June 2014, 85% of payments were done by EFT's and 15% by cheque. This is an increase by 6% since 2013. The total number of vendor's/employees on EFT is 2121, an increase of 15% from 2013.
Human Resources	Implementation of Corporate Training and Development Plan	Implement approved Plan to ensure that internal training initiatives are linked to and support Council and Administration priorities.	Continuous Improvement													Effective Jan 1, 2014 Training and Development (T&D) budgets were centralized to create efficiency and maximization opportunities. Initiatives outlined in the 3-year T&D plan currently under development include: branding of Corporate Learning Central, Policy revision, development of a mentorship toolkit, Leadership Development Program review, assessment of safety competency requirements, and new programs on Dealing with Difficult Customers and Data Analytics.
Public Works	Community Reporting App Software	Implementation of smart-phone/Web solution for public reports of civic issues and information exchange as an alternative to phone/email for improved communication efficiencies.	Continuous Improvement													The reporting app was launched in quarter two and is now fully operational. To date, there has been 681 submissions - 425 of those were acknowledged and 409 were closed. There are currently 257 issues in varying states of completion currently in the system. Over the last 90 days, 207 issues have been submitted through the website, 137 through IPhone, 52 through Android, and 132 through mobile web.
Public Works	Wastewater Bylaw Update	The existing wastewater bylaw is due for an update to reflect current operation and existing agreements with external parties such as the Alberta Capital Region Wastewater Commission.	Continuous Improvement													This project is scheduled to start in 2015.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Recreation and Parks	Sport, Tourism, Economic Assessment Model (STEAM) Model - Economic Impact Study	Implemented to measure the economic impact of several major Servus Place and community events on local businesses and economy.	Continuous Improvement													Ecomonic Impact summary report currently being finalized to be slotted to Council in early Q3.
Strategic Services	Website Reconciliation	Consolidate all City websites into single open source content management system and launch a new website of websites	Continuous Improvement													The website consolidation project team selected a vendor to implement the website strategy and to develop the new integrated website by Quarter Three 2014.
Strategic Services	Corporate Reporting Process Review	Review quarterly reporting process to streamline the process and ensure that information provided is of value to Council, Administration and the public.	Continuous Improvement													Administration evaluated the reporting process and identified an opportunity to streamline the process and formatting of the report, while providing Council with a more comprehensive and better aligned reporting that includes status updates for Council Priorities and other major projects in one report. This change has eliminated duplication previously experience with reporting to Council and has reduced time required to complete the Quarterly Report by approximately 100 hours.
Strategic Services	Corporate Business Plan and Budget Document	To develop a Corporate Business plan that incorporates current programs, services, strategic initiatives and 2015 budget.	Continuous Improvement													Drafted an initial outline of the Corporate Business Plan and are holding discussions with internal stakeholders to ensure all requirements are met. This document will be presented to Council as part of the 2015 budget process.
Transit Services	Transit Fleet Video Surveillance Systems	Installation of on-board video surveillance on transit buses to be used for security, training and risk management.	Continuous Improvement	StAT LTDP												Equipment for existing fleet was installed in Quarter Two. Conversion of approximately 50% of the bus fleet will be completed by end of Quarter Three.
Transit Services	Transit Statutory Holiday Service	Implementation of transit service on 10 statutory holidays.	Continuous Improvement													Implementation of program continued with implementation of service on Q2 statutory holidays.
Human Resources	Review Salary Administration Policy and Process	Review and update policy to explore salary survey comparators and process.	Corporate Improvement													This has be delegated to quarter three or four due to workload challenges.
Human Resources	Benefits Program Provider Review	Tender the employee benefits program for quotes from a variety of vendors to ensure that the City is receiving the best value for the investment for the benefit premiums paid.	Corporate Improvement													To be initiated upon hiring of a new Director of HR, planned for Quarter Two 2014.
Legislative Services	Corporate Policy & Bylaw Review	Develop a work plan to review and update as necessary 81 Council policies.	Corporate Improvement													Work plan will be developed following the recruitment and hiring of Legislative Initiatives Coordinator, Planned for Quarter Two 2014.
Public Works	Public Works Site Policy	Develop a sites policy for storage and handling of materials, such as snow & sanding materials that recognized timelines and environmental consideration.	Corporate Improvement													Draft policy to be presented to Council in Quarter Two. Once Council feedback is obtained, the policy will be presented back to Council in August 2014.
Strategic Services	2014 Census Report	To develop a detailed Census report that provides both the Community and the City with a deeper understanding of the City's overall population and other related statistics.	Corporate Improvement													A project is being led to develop a Census Report based on the detailed results of the 2014 Census which was led by Legislative Services.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Strategic Services	Current State Budget Process Documentation	To develop a process manual that educates Council and staff on the inputs/outputs, major activities, handoffs, decisions and responsibilities throughout the current state budgeting process.	Corporate Improvement												●	Worked with subject matter experts across the process to draft both Council and Administrative processes within the budget process. The processes were compiled into a draft handbook for further circulation across the organization. Work continues on developing process descriptions to finalize handbook for circulation.
Transit Services	Handibus System Improvements	Extension of peak hand bus service into Edmonton.	Corporate Improvement												●	Administration is awaiting arrival of additional handibuses, working with Edmonton Transit (DATS) related to scheduling. Implementation of peak Handibus service to Edmonton is planned for Quarter Four 2014.
Transit Services	St. Albert Transit Marketing Plan	Develop a Transit Marketing Plan for 2014. This plan intended to attract new transit users and integrate StAT branding with the corporate brand within the proposed 2014 budget.	Corporate Improvement												●	Transit rebranding related to the Spring Ride Guide, signs and office stationary was completed in Quarter One and implementation of the redecaling of signs, buses and buildings was completed in Quarter Two.
City Manager Office	Capital Partnership Program	This shared funding program is designed to stimulate new capital projects to help prepare St. Albert for the anticipated community growth.	Council Directive	Capital Partnership Program Policy											●	The second forum was held in June 2014. The focus was on business planning and securing grants. The Capital Partnership Program Advisory Committee is planned to be assembled in the Fall of 2014 if Administration receives preliminary business cases to review.
Economic Development	Way Finding Program Implementation	The installation of branded guide signs throughout the community.	Council Directive												●	The Wayfinding tenders were evaluated and a signage company was selected. Admiistration had initial meeting with the sign company to determine timelines and priorities. Signs are currently being manufactured with installation starting in August.
Engineering Services	Offsite Levy Policies	Policies will provide a consistent and transparent framework to encourage and support growth while ensuring infrastructure costs are allocated appropriately.	Council Directive												●	Following offsite levy policies will be brought to Committee of Whole meeting for discussion Sept, 2014. City funded front ending policy Oversizing/excess capacity Policy
Engineering Services	Encroachment Policy	The policy will provide clear and consistent direction on encroachments and how they will be addressed especially in the environmentally sensitive areas.	Council Directive												●	Policy is 90% complete; Administration will bring policy forward in Q4 2014/Q1 2015
Engineering Services	Industrial Engineering Standards	Review and report on potential Industrial Engineering Standards that could be adopted in support of development of the employment lands.	Council Directive												●	Originally scheduled to come to Council in April 2014 but it was deferred pending the results of the marketability and conceptual studies that are currently in progress.
Financial Services	Electricity/Natural Gas Contract	Negotiate and select a vendor to supply natural gas and electricity to maximize savings and stabilize costs.	Council Directive												●	Electricity costs are on budget. Natural gas costs are $143,000 over budget due to a dramatic spike in market price in February as a result of an extraordinarily cold winter across North America. Market price from February to June averaged 63% higher than the four previous months. City hedging strategies reduced the impact to a 41% increase.
Human Resources	Collective Bargaining with CUPE 941 & 5141	Negotiate new collective agreements with CUPE 941 (Public Works and Transit) and 5141 (Policing Services).	Council Directive												●	A settlement has been reached with CUPE 5141. Negotiations with CUPE 941 are moving to mediation which should be completed by Q3.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Human Resources	Collective Bargaining with IAFF 2130	Report to Council and request a bargaining mandate.	Council Directive													The IAFF collective agreement expires on December 31, 2014. Administration will report to Council in Quarter Four 2014 and request bargaining mandate.
Legislative Services	Census 2014	Conduct Municipal Census in April 2014.	Council Directive													Quarter One activities entailed planning to conduct the municipal census. Plans on track for initiation of 2014 Census in April 2014.
Planning and Development	Housing Priorities Report	Identify housing gaps and anticipated demand, and prioritize housing related initiatives	Council Directive													Council approved the "Affordable Housing Delivery Model" in 2012. The model recommended that the City rank its priorities to ensure the highest needs were addressed. A public engagement process involving outreach to providers and stakeholders and online survey was completed in April of 2014 and the results are being reviewed and compiled into a report for Council – the due date to Council for this report has not been set. Delay due to greater than anticipated responses to survey and waiting time required to receive external data for report.
Planning and Development	City Owned Building Lease Rate Policy	Develop policy to identify rates for not-for-profit and for profit organizations, considering in-kind support and life cycle maintenance.	Council Directive													Administration sought stakeholder review and input on the Draft Policy presented to Council in Quarter One 2014; summary of input and the proposed Policy will be presented to Council for consideration on July 14, 2014.
Planning and Development	Review School Site Allocation Agreement	Review and provide recommendations of changes to the School Site Allocation Agreement	Council Directive													Report drafted and is in review with school boards. Delay due to review time for school boards, and workload demands.
Planning and Development	Naming Procedures	Develop Administrative procedures, establish Naming Committee and processes, update Council policy as required.	Council Directive													Administration is preparing Administrative procedures on naming, including the formation of a Naming Committee (P&D, museum, AHF, Culture) to recommend and vet potential historical names. Potential Names list that would be approved by Council (to include historical names) is being formalized. Administration is updating the existing street names list of those names in use. The list online is up-to-date with historical names. The names for local botanical and geographically significant names are being reviewed to be added. Staff are also drafting amendments to the Naming Policy to reflect some of these changes Staff have met with the Mayor to outline Administration's approach and to discuss the various motions made by Council and are scheduled to come to Council in early July to get the Potential Names list approved and any policy changes that may be needed. Higher priority workload demand resulted in delay. Procedures, policy updates drafted scheduled for Council in August.
Planning and Development	Erin Ridge Traffic Mitigation Plan	Develop multi-year plan to implement traffic mitigation measures to address traffic/parking issues in Erin Ridge	Council Directive													Implementation Plan being provided to Council in July.
Police Services	Police Long Term Department Plan	Update the Policing Services Long Term Department Plan to ensure future community needs are met.	Council Directive													Final Plan was presented to Council on June 23rd. Council approved Administration to use the Plan as a guiding document for police resource planning purposes.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Policing Services	"New Project" Council Policy C-PS-02 (Policing Services) Review	As a result of the Policing Long terrm department Plan , review Council Policy C-PS-02 (Policing Services) and bring back recommended changes.	Council Directive												●	This is a new project, work has not started yet.
Recreation and Parks	Bike Skills Park	Work with the community to design and construct a Bike Skills Park.	Council Directive												●	Environmental Assessment of the site is currently underway. Pending successful approval through the environmental assessment process, relevant bylaws will be updated with construction to commence after approval of bylaws.
Recreation and Parks	Lifecycle Programs	Manage lifecycle programs for Aquatic Facilities, Servus Place and City Playgrounds to ensure city's major recreation facilities and playgrounds are safe and well maintained.	Council Directive												●	Work continues on lifecycle programs as planned. All lifeycles anticipated to end the year on budget.
Recreation and Parks	Spruce Up St. Albert	Organize annual event where residents, schools and organizations clean and naturalize parks, trails and river valley.	Council Directive	http://www.stalbert.ca/spruce-up-st-albert											●	Clean and Green Riverfest was hosted on May 11 for over 200 participants. The particpants were responsible for the planting of approximately 300 plants and picking up 726kgs of garbage. Nine schools have completed spring schoolyard clean-ups in partnership with the City. Ten resident and community groups have completed community clean-ups in the community. Five schools participated in the "Garbage Can Painting" contest which asked schools to decorate barrels with a nature theme. Vincent J Maloney's spring theme was the winner and the school was invited to plant a tree at Clean and Green Riverfest in celebration. There were six natualization plantings coordinated in Q2 adding 1,500 trees to various parks in St. Albert. For Arbor Day highlights, see above.
Strategic Services	Municipal Governance Review - CAO and Governance Policy Review	Improve organizational effectiveness and policy alignment.	Council Directive	(C86-2013)											●	Considered by Council on March 24, 2014. All policy recommendations approved, and Council chose not to pursue an amended Committee structure at this time.
Strategic Services	St. Albert/Sturgeon County Intermunicipal Affairs Committee (IAC) - Intermunicipal Project Work	Council has committed to working collaboratively with Sturgeon County, and to developing work plans to address key intermunicipal priorities.	Council Directive												●	Administrative work on work plan items continues, with an update on each project scheduled for regular Intermunicipal Affairs Committee (IAC) meetings. At its February 2014 meeting the IAC also launched a new task force (the Joint Opportunities Task Force) to consider key intermunicipal priorities.
Strategic Services	Public Round Table and Focus Groups on Council's Goals and Priorities	To engage residents on the 2015 budget and Council's priorities through a focus groups style of public engagement.	Council Directive												●	Council approved a Community Satisfaction Survey and Opinion Survey Plan on March 24th, 2014. Administration chose a vendor to conduct a public engagement session with residents of the City, related to Council's Goals and Priorities. The objective of the session was to gather citizen feedback on Council's goals and priorities as identified in the City Council policy. A total of 70 individuals were recruited for the session, of which 59 were confirmed to attend. Ultimately, 44 respondents attended the session. A final report detailing the results of the event was provided and will be circulated to all participants.
Strategic Services	Citizen Budget Tool	To engage residents on the 2015 budget and provide the results to Council prior to budget deliberations.	Council Directive												●	Council approved a Community Satisfaction Survey and Opinion Survey Plan on March 24th, 2014. An initial demo for the citizen budget tool was held on April 17th with the Senior Leadership Team. A draft of the survey questions is currently underway. It is anticipated that residents will have a minimum of 3 months to provide input into the tool. Council is expected to receive the results prior to budget deliberations in November.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Strategic Services	Community Satisfaction Survey	To determine the overall level of community satisfaction amongst residents and to identify other potential issues that the City might address.	Council Directive												●	Council approved a Community Satisfaction Survey and Opinion Survey Plan on March 24th, 2014. A Request for Proposal (RFP) document was procured and a vendor has been chosen to support the roll-out of the Community Satisfaction Survey tool. The results from this survey are expected in the fall.
Financial Services	Franchise Fee Agreement	Review and analyze changes to the Electricity and Natural Gas Franchise Agreement, explore alternate sources of revenue in order to minimize tax increase.	Governance												●	Subject to further Council direction.
Legislative Services	Agenda Management Software	Implementation of software to facilitate more efficient processes for agenda report and Council meeting agenda development and distribution as well as management of workflows and tracking of actions resulting from Council Meeting decisions.	Governance													Research and development of specifications for Request For Proposals are progressing. Upcoming steps: posting of Request For Proposals; Evaluation of submissions; and contract development. This will lead to initiation of software implementation by Quarter Four 2014. Completion of implementation and user training expected some time in 2015 depending on rollout recommendations of provider of product chosen via the Request For Proposals process.
Strategic Services	Government Relations Program - Development of a Provincial Advocacy Strategy	To identify priorities and ensure efforts are maximized in order to have an impact and to influence decisions with the Government of Alberta.	Governance												●	In January 2014 and May 2014, Council reviewed its advocacy priorities in relation to its strategic plan. Administration has updated Council's advocacy priorities to reflect this direction. Administration also engaged with an external advisor to prepare a strategic Provincial Government Relations and Advocacy Strategy, which will be presented to Council in camera on August 18, 2014. Following this session, a term Government Relations Manager will assume responsibility to coordinate implementation of the Strategy.
Strategic Services	Life Cycle Replacement Plan Policy	Establish a corporate policy for life cycle replacement of assets and ensure documentation is in place to guide Administration's plans and budgets.	Governance												●	A draft lifecycle replacement plan policy has been developed as part of a larger Asset Management strategy for the Corporation. This administrative policy will be approved and circulated once Council approves the Asset Management policy.
Strategic Services	Corporate Strategic Plan 2015-2017	The Corporate Strategic Plan will guide the organization in aligning existing plans and initiatives to common goals and a common purpose. The Strategic Plan will assist in organizational prioritization and is a key element of the City's Strategic Planning Framework.	Governance	C-CG-02											●	Council met during a special meeting on June 12th to review their priorities and review proposed strategic indicators to support their strategic plan. The proposed revised Council policy (C-CG-02) incorporated the strategic indicators as a new attachment. This will be presented to Council for their approval on July 14, 2014.
Strategic Services	Community Satisfaction and Opinion Survey Plan	To provide a more comprehensive approach that will address challenges and gaps in the current community survey practice, while providing Council and Administration with more timely and better aligned strategic insight for current and future decision making.	Governance												●	Council approved a Community Satisfaction Survey and Opinion Survey Plan on March 24th, 2014. This plan identified three projects which are identified below: Public Round Table and Focus Groups on Council's Goals and Priorities; Citizen Budget Tool; and the Community Satisfaction Survey.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

					Timing											
					2014				2015				2016	2017		
Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4			Status*	Quarter Two Status Update
Strategic Services	Strategic Planning Framework	A strategic framework was developed in 2013 to support alignment and consistency across the City of St. Albert's strategic and business planning processes. These principles will be implemented across the organization in 2014.	Governance	C-CG-06												A draft strategic framework Council policy was developed to replace the existing Council policy C-CG-06 (Strategic and Business Planning). This policy was submitted and approved by Council on March 24th as part of the Governance and City Manager Policy Review.
Strategic Services	City's Annual Report	To develop a 2013 Annual Report to maintain the corporate record and submit the City's financials to the GFOA for a corporate award.	Governance	2013 Annual Report												The 2013 Annual Report project was split into two components to ensure project resources were used as efficiently as possible. The 2013 Audited Financials was the first major deliverable and was presented to SCF on April 14th, 2014. This information was then submitted for design and finalized. The Annual Report was presented and approved by Council on May 5th, 2014.
Engineering Services	Master Development Agreement Template Update	Revisions to agreement will align with changes made to Offsite Levy Bylaw 30/2013.	Legislative Requirement													Updates are ongoing. Draft changes to be brought to Committe of Whole Sept. 2014 for discussion developer front-ending policy off-setting policy annual recoveries policy debt sharing policy
Environment and Sustainability	Contaminated Sites Assessment Financial Liability Policy Requirement	Assessment of all City owned contaminated sites to determine remediation plans in respect to the 2012 Audit recommendations.	Legislative Requirement													Council approved business case for $126,000 in 2014. The request for proposals was completed in Quarter One and assessments will be completed in by Quarter Three.
Environment and Sustainability	Ray Gibbon Drive Environmental Approval Monitoring	Annual monitoring of Riel Marsh, Riel Constructed Wetlands and Wildlife Movement Impacts as per RGD Approval requirements.	Legislative Requirement													Monitoring will continue until 2018 and a final report will be submitted to Department of Fisheries and Oceans.
Environment and Sustainability	Environmental Monitoring and Remediation - Riel Park redevelopment of former landfill	Remediation and monitoring requirements as per Environment Canada Inspector's Direction issued to the City in 2004 and updated in 2007, as well as Alberta Environment Code of Practice for Landfills. Capping and grading of former landfill at Riel park completed from 2007 - 2013. A Landfill Closure Plan and Final Report is required by March 31, 2015 as per Environment Canada Inspector's Direction. Annual monitoring will be required for a minimum of 25 years.	Legislative Requirement													Annual water quality monitoring was completed in May. The second water quality sampling will be undertaken in September. sented to Environment Canada and Alberta Environment and Resource Development in Quarter One.
Planning and Development	Long-term School sites framework	Develop a city-wide framework for school site locations that could include number and size of sites, site configuration and associated recommendations and guidelines.	Legislative Requirement													Report drafted and is in review with school boards. Workload demands resulted in slight delay.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Planning and Development	Carrot Creek - LUB Update	Update Designated Flood Line in LUB to include the west side of Carrot Creek.	Legislative Requirement													Administration will seeking Council Direction in Quarter Two 2014. Land Use Bylaw amendments will be completed by Quarter Four. Council direction received. Reviewing workload demands to determine if Q4 timing is viable.
Information Technology	Long Term Technology Plan	To plan and document the strategic direction the IT Services Department (including GIS) should take over the planning period in order to best support the strategic plans and business requirements of the City.	Long Term Department Plan													The plan will undergo internal reviews and consultations during July, and will be presented to Council during Q3 2014.
Public Works	Snow & Ice Control Policy	Update service levels within policy and provide updated wording to clarify the policy's intent. Update existing policy to reflect current service levels and operational practices.	Long Term Department Plan	PW LTDP												Administration is reviewing and researching best practices, weather patterns and historical budgets. Scheduled to be presented to Council in Quarter Four.
Public Works	Poplar Tree Removal and Replacement Program	Remove and replace Hybrid Poplar trees. These trees have a short life cycle at which point they become a high safety risk to residents and property.	Long Term Department Plan													Removal of trees occurred in Quarter One and Quarter Two. Plantings will occur in quarter three and four.
Transit Services	NAIT LRT Extension Route Redesign	Route restructuring to provide transfer connections with Edmonton's North LRT extension at NAIT which is consistent with the Transit LTDP.	Long Term Department Plan	StAT LTDP												Development and coordination with Edmonton has been completed, however implementation due to LRT delays is now scheduled for January 2015.
Transit Services	Open Payment Fare System Project (Smart Card)	Implement a regional Open Payment fare collection system in partnership with the City of Edmonton and (No Suggestions) County.	Long Term Department Plan	StAT LTDP												Administration is awaiting ETS request to participate in the development of an Request For Proposals for the new system to be published in Quarter Four 2014. Also awaiting confirmation of GreenTRIP funding.
Transit Services	2015 Transit Vehicle Procurement	Procurement of growth transit buses and investigation into procurement of electric buses.	Long Term Department Plan	StAT LTDP												Administration is researching smaller buses for local routes as well as electric buses for recommendations for the 2015 Capital growth budget. A two test of a 12m electric bus is scheduled for August 2014.
Transit Services	Transit Technology Implementation Phase II	Pursue technological upgrades to improve efficiency and customer attraction.	Long Term Department Plan	StAT LTDP												Making real time transit schedule information available over the telephone through interactive voice recognition on NextBus planned for Quarter Three 2014. StAT schedule information was added to the Transit App Quarter Two 2014.
Transit Services	Campbell Road Transit Centre Restructure	Route and service restructuring related the proposed Campbell Road transit centre and park and ride is required prior to opening in 2016.	Long Term Department Plan	StAT LTDP												Awaiting schedule adherence review expected in Quarter Two 2014.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Timing										Status*	Quarter Two Status Update
					2014				2015				2016	2017		
					Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
Transit Services	Long Term Bus Storage/Maintenance Plan	The expansion of the existing transit facility is planned to accommodate growth of the transit fleet. Interim measures will also be designed to deal with storage and maintenance until the project is expected to be complete in 2017.	Long Term Department Plan	StAT LTDP												Review of short term options for storage of additional buses until a long term solution is finalized.
Transit Services	Transit By-Law Update	As part of the Transit Long Term Department Plan, the bylaw is being updated to be consistent with the City Code of Conduct.	Long Term Department Plan	StAT LTDP												Review commenced in Quarter Two and will be presented to Council in Q3..
Transit Services	Develop Policies related to Handibus Eligibility and Advisory Committee Operations	Develop Council and Administration policies to define Handibus eligibility to be reviewed by the Handibus Advisory Committee.	Long Term Department Plan	StAT LTDP												Work is in progress. The Handibus Advisory Committee reviewed policies in March 2014. Review by Legal and Legislative Services and City Manager approval will take place in Quarter Three.
Cultural Services	Northern Alberta Int'l Children's Festival	Plan and deliver 2014 Festival.	Major Events													The 2014 Children's Festival is complete. School attendance was up with public attendance down slightly due to rainy weather. Reporting documents are being prepared and will be placed online by Q3 2014.
Cultural Services	Development of Public Art Maintenance and Restoration Plan	The long-term plan will ensure that the City's public art collection is preserved and maintained for current and future generations.	Master Plan													No update for Quarter Two. Delayed due to staffing capacities.
Cultural Services	Buffalo Hunt Sculpture/ Landscaping	Community project undertaken by the St. Albert Historical Society in consultation with the City to install the sculpture and walkways.	Master Plan													Project completed.
Engineering Services	Utility Master Plan	This plan will provide an engineering analysis of the City's existing utility assets and what infrastructure is required to support future growth within the City. Completion of this report will provide a useful planning and long-term budgeting tool to ensure the City can continue to support growth.	Master Plan													Report approved by council June 2014. Administration may bring back any additional comments from UDI in August 2014 (UDI requested additional time)
Planning and Development	Downtown Parking Strategy (DARP)	Develop a strategy to ensure effective provision and management of parking resources over time for Downtown.	Other Plans													Draft being developed. Have engaged outside consultants to complete report, due to ongoing vacancy.
Planning and Development	Downtown Approaches Study (DARP)	Develop design parameters for key gateways to Downtown	Other Plans													Draft being developed. Have engaged outside consultants to complete report, due to ongoing vacancy.
Planning and Development	Downtown Pilot Projects (DARP)	Establish pilot projects to trial ideas for downtown improvements prior to permanently implementing them.	Other Plans													Planning took place in Quarter One for two pilot projects that will start in Quarter Two and later in 2014: Pilot Project #1 - Pop-up patios, scheduled to run June-October 2014. The plan for pop-up patios was completed and communicated to downtown businesses. Pilot Project #2 - Angle Parking on Perron street has been in place for approximately one month. Majority of feedback has been positive to date.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed

					Timing											
					2014				2015				2016	2017		
Department Name	Project/Activity Name	Project/Activity Purpose	Directive	Link to Reference	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4			Status*	Quarter Two Status Update
Planning and Development	Downtown District update in LUB (DARP)	Update Downtown District in LUB to incorporate all of downtown.	Other Plans													Planning took place for work that will take place later in 2014. District to be extended to include Riverside and Millennium Heights character areas which are primarily for higher density residential development.
Planning and Development	Urban Village Guidelines	Update existing Urban Design Guidelines to ensure currency and relevance for upcoming development.	Other Plans													Draft Urban Village guidelines are being drafted and reviewed by Administration before the guidelines are presented to Council in Quarter Three. Likely Q4 completion due to workload demands.
Planning and Development	Population Forecast Model Update	Update model with 2014 census data and develop report	Other Plans													Awaiting census data to start this project.
Recreation and Parks	Grey Nuns White Spruce Park Management Plan	Management Plan is being created to ensure long term sustainability and direction for overall park management of the forest and park area, management of the people (users) and management of the education and awareness.	Other Plans	http://www.stalbert.ca/grey-nuns-white-spruce-park												GNWSP Committee presents Management Plan to Council on July 7. Implementation Plan to be developed in 2014/2015.
Economic Development	Resident Attraction Strategy	To support investment attraction via residential (rooftop) growth.	Other Plans													Economic Development undertook a project aimed at promoting St. Albert as the number one place to live in Canada. In an effort to support business growth, Economic Development facilitated a resident attraction strategy to nurture a strong business development environment. This included realtor tours, promotion of a "Move to St. Albert" website, and radio/television/magazine advertisements. The "Move to St. Albert" website attracted 5,495 page views, up from 3,130 the year before. Over 60 realtors from four Edmonton realty offices participated in the sold out realtor tours offered in the spring.

***Status Legend**
Black Circle - New Project
Green Circle - In Progress
Yellow Circle - Delay
Red Circle - Completed